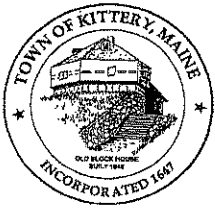


**MATERIAL LIST FOR**  
**WEDNESDAY, MAY 28, 2014**  
**COUNCIL AGENDA PACKETS**

1. Copy of Agenda for the May 28<sup>th</sup>, 2014 Regular Council meeting.
2. Copy of Town Manager's report to Council.
3. Copies of minutes from the May 12<sup>th</sup> Regular Council Meeting and May 19<sup>th</sup> Special Meeting.
4. Copy of financial information and charts from Supt. George Kathios concerning the sewer infrastructure CIP project, budget and bids
5. Copy of renewal application from Chios Pizza Inc. for a Malt Liquor License for Town Pizza Restaurant, 15 Wentworth St., Kittery.
6. Copy of report from Fire Chief regarding credit of funds received from sale of 1983 Mack Fire engine.
7. Copy of annual renewal list for Victualers' licenses.
8. Copy of annual renewal list for Amusement Devices licenses.
9. Copy of appointment form from Jean Treacy for her appointment to the Shellfish Conservation Committee.
10. Copy of e-mail to Town Manager from Tom LaVallee, The Church at Spruce Creek, outlining their request to use Fort Foster overnight.



# TOWN OF KITTERY

200 Rogers Road, Kittery, ME 03904  
Telephone: (207) 475-1329 Fax: (207) 439-6806

## WORKSHOP 6:00 p.m.

The Kittery Town Council will meet with the CIP Committee to discuss long-term budget planning.

Wednesday, May 28, 2014

Kittery Town Council  
Regular Meeting Agenda  
7:00 p.m.

Council Chambers

1. Call to Order
2. Introductory
3. Pledge of Allegiance
4. Roll Call
5. Agenda Amendment and Adoption
6. Town Manager's Report
7. Acceptance of Previous Minutes
8. Interviews for the Board of Appeals and Planning Board
9. All items involving the town attorney, town engineers, town employees or other town consultants or requested officials.

The Kittery Town Council moves to hear an update from George Kathios, Superintendent of Sewer Services and Mark Thompson of Kleinfelder on the sewer infrastructure, budget and bid schedule.

### 10. PUBLIC HEARING

- a. (050314-1) The Kittery Town Council moves to hold a public hearing to authorize the transfer of \$20,000 from unassigned surplus, pursuant to Sec. 6.09 (2) of the Kittery Town Charter, to fund consulting services associated with filing an appeal to FEMA associated with the newly revised Flood Insurance Rate Maps.

### 11. DISCUSSION

- a. Discussion by members of the public (three minutes per person)
- b. Response to public comment directed to a particular Councilor
- c. Chairperson's response to public comments

### 12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. Donations/gifts received for Council disposition
- b. (050314-2) The Kittery Town Council moves to approve the disbursement warrants.
- c. (050314-3) The Kittery Town Council moves to approve a renewal application from Chios Pizza Inc., 49 Griffin Road, Portsmouth, NH for a Malt Liquor License for Town Pizza Restaurant, 15 Wentworth Street, Kittery.
- d. (050314-4) The Kittery Town Council moves to authorize the deposit of \$7,289.89 from the sale of the 1983 Mack Fire Truck into CIP Account #4013, Fire Apparatus.
- e. (050314-5) The Kittery Town Council moves to schedule a public hearing and ordain an amendment to Title 5, Businesses and Licenses, Section 5.10 Use of the Public Way to allow outdoor seating in the Foreside zone.
- f. (050314-6) The Kittery Town Council moves to approve the annual renewal list for Victualers licenses.
- g. (050314-7) The Kittery Town Council moves to approve the annual renewal list for the Amusement Devices licenses.
- h. (050314-8) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Shellfish Conservation Committee to interview Jean Treacy for her appointment to that board until 04/01/15 (replacing Jeffrey Hazen).
- i. (050314-9) The Kittery Town Council moves to approve a request from Tom LaVallee of "The Church at Spruce Creek" to use Fort Foster for their Youth Group to camp overnight, from Saturday, July 19<sup>th</sup> after 3 p.m. through Sunday, July 20<sup>th</sup> 2014, leaving at approximately 6:00 p.m.

14. COUNCILOR ISSUES OR COMMENT

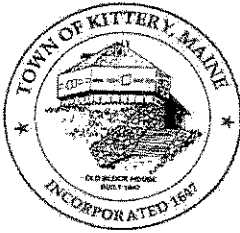
15. COMMITTEE AND OTHER REPORTS

- a. Communications from the Chairperson
- b. Committee Reports

16. EXECUTIVE SESSION

17. ADJOURNMENT

Posted: May 22, 2014



# TOWN OF KITTERY

Office of the Town Manager

200 Rogers Road, Kittery, ME 03904

Telephone: 207-475-1329 Fax: 207-439-6806

[ncolbertpuff@kitteryme.org](mailto:ncolbertpuff@kitteryme.org)

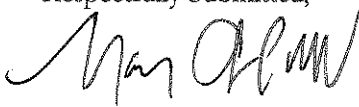
Nancy Colbert Puff  
Town Manager

## Town Manager's Report to the Town Council May 28, 2014

1. **FEMA Flood Insurance Rate Map (FIRM) Changes**—As of this report, we have received 13 positive responses totaling \$6,150 in pledged commitment to support the Town submitting an appeal. Bob Gerber, from Ransom Consulting, will be in attendance at the public hearing to answer any questions that may arise.
2. **Bicycle Safety along Route 103** – The Police Chief is working with the DPW Commissioner to develop signage that will alert automobile operators and cyclists of Maine laws regarding shared use of the roadway. I will also work with Norm, pursuant to Chairperson Thompson's request, in the Badgers Island/approach into Kittery from Memorial bridge area, informing cyclists of the rules for operating a bicycle in Maine.
3. **Recognition of Detective Steven A. Hamel** – Detective Hamel was awarded a "Certificate of Outstanding Contribution" from the U.S. Attorney's Office for the District of Maine for his role in the case of United States v. Bernie Subcoz, Neil West, and Christie Hendrix. The case involved bank robbery, interstate transportation of a stolen vehicle, and interstate transportation of stolen property.
4. **Shapleigh School Zone signage** – The three "End School Zones" signs (Stevenson, Manson (2), are installed.
5. **School Travel Policy** – I forwarded a copy of the School District's travel policy to Council Denault. It is posted on the School Department's web page should anyone else need a copy (<http://policies.kitteryschools.com>) (see DKC & DCK-R), or I can provide a hard copy upon request.
6. **Absentee Ballots** - Absentee ballots for the June 10th election are available Monday through Thursday, from 8:00 a.m. to 6:00 p.m. at the Town Clerk's office or by contacting the Deputy Town Clerk by phone at 475-1313 to have a ballot mailed to you. The deadline to request an absentee ballot is Thursday, June 5<sup>th</sup> at 6:00 p.m. at the Town Clerk's Office, 200 Rogers Road. Absentee ballots can only be issued after this date due to extenuating circumstances in accordance with State law.

If you have any questions or concerns prior to Monday's evening's meeting, please do not hesitate to contact me. Thank you.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Nancy Colbert Puff". The signature is fluid and cursive, with the first name "Nancy" being more prominent.

Nancy Colbert Puff

## UNAPPROVED MINUTES

May 12, 2014

Kittery Town Council  
Regular Meeting

Council Chambers

1. CALL TO ORDER: The meeting was called to order at 7 o'clock by Chairperson Thomson.
2. INTRODUCTORY: Chairperson Thomson read the introductory.
3. PLEDGE OF ALLEGIANCE: Chairperson Thomson led those present in the Pledge of Allegiance.
4. ROLL CALL: Answering the roll were Councilors Frank Dennett, Charles Denault, Jeffrey Pelletier, Russell White, Judith Spiller, Jeffery Brake and Chairperson Jeffrey Thomson.
5. AGENDA AMENDMENT AND ADOPTION:

Chairperson Thomson said he had one: to add an item under 13, New Business, 13 (n), "The Kittery Town Council moves to schedule a public hearing for May 28<sup>th</sup> to transfer \$20,000 from unassigned surplus, pursuant to Sec. 6.09(2), to fund consulting services associated with filing an appeal to FEMA associated with the newly revised Flood Insurance Rate Maps."

Councilor Spiller said she also wanted to add an item under New Business, 13 (o), "The Kittery Town Council moves to appoint Joseph Carven to the Shellfish Conservation Committee for a term to expire on 3/15/17."

Chairperson Thomson accepted the agenda as amended.

### 6. TOWN MANAGER'S REPORT:

Town Manager Colbert Puff noted that they had sent letters to all property owners affected by the changes in the FEMA Flood Insurance Rate maps and she received 11 and one person called. She said more importantly, York County and Cumberland County officials and staff from our Senate delegation met in full attendance to talk about how other communities are addressing this issue. She said Wells did have a meeting and explained their issue with the maps, but did not receive too much input from FEMA. Kennebunkport, Wells, Saco, Old Orchard Beach and Scarborough are all spending from \$20,000-\$30,000 for consulting assistance to appeal the maps.

Town Manager Colbert Puff said they are continuing to wait for an announcement of the beginning of the appeal period, and then they will have 90 days from that point in which to file an appeal.

Town Manager Colbert Puff said that the Port Authority Meetings are held on the first Thursday each month at 6:00 p.m. and are now being broadcast live on Channel 22.

Town Manager Colbert Puff said, at the request of Councilor White, she spoke with a representative from Maine Municipal Association in regard to the Tenant User Liability Program (TULIP) event insurance who confirmed that the TULIP program is designed to provide an option for those seeking to use Town facilities to obtain insurance.

## UNAPPROVED MINUTES

Town Manager Colbert Puff said currently anyone wishing to use a town facility is required to provide their own insurance and, if they are not an organization, it is difficult. She said the Town will allow a well-organized group to lease the facility that comes with an insurance Certificate in hand.

Town Manager Colbert Puff reported that Councilor Dennett provided comments on the Sewer Dept. –York User Agreement, and there was one change in the first paragraph on page four. She said that it now reads “the Kittery Water District” as opposed to the “Kittery Water Department and it was included in her report.

Chairperson Thomson asked if the agreement was ready to proceed.

Town Manager Colbert Puff replied yes.

Town Manager Colbert Puff said there was a bid opening on April 30<sup>th</sup> for the 1983 Mack Fire Truck, and Chief O'Brien received three bids. She said the highest bid was chosen in the amount of \$7,289.89.

Town Manager Colbert Puff said that they are discussing additional shared services with the Town of Eliot Police Department for a lieutenant position and they will be conducting a review in June of our current Chief-sharing arrangement.

Town Manager Colbert Puff said that her recommendation is to proceed forward with the review as we work out the details of how this prospect might work. She said she will be in contact with the Shared Services Committee in the next few weeks regarding this matter.

Town Manager Colbert Puff reported that the Economic Development Committee has been working with the “Business in Focus” magazine, and through this partnership, they have given them contacts in Kittery and in exchange, they will focus on Kittery in their magazine.

Town Manager Colbert Puff said she had met regarding the Shapleigh School Zone signs, and DOT has fixed a sign, but not the one they were discussing. She said there is another sign that needs to be installed.

Town Manager Colbert Puff announced that she has made a selection for the Department of Public Works Commissioner, and after an extensive search and interview process, she is pleased to inform Council that she has chosen Norman Albert. She said Mr. Albert brings 26 years of strong work ethic, knowledge and dedication to Kittery and she would like to welcome him to that role.

Councilor Dennett asked if the floor was open to questions on the Town Manager's report.

Chairperson Thomson asked if anyone has any questions.

Councilor Dennett wanted to know if the Town is entering MMA's TULIP program.

Town Manager Colbert Puff replied yes.

Councilor Dennett said that insurance is a slippery slope and he will discuss this with the Town Manager further.

Town Manager Colbert Puff said that one convenience of the Program is that the Town of Kittery officials are automatically included on the Certificate, but she will talk with Councilor Dennett.

## UNAPPROVED MINUTES

Councilor Denault asked if someone could turn on the TV Guide on Channel 22, which is part of the software, as opposed to the Slide Show that shows Town Council and School Committee meetings.

Councilor Denault wanted to know if the fire truck that was sold is the same one that used to sit outside the Fire Station or is it a different one.

Maryann Place, Town Clerk, replied that no, it is not the same one.

Councilor Denault wanted to know if the Town Manager had a schedule as to when the Shapleigh signs will be fixed.

Town Manager Colbert Puff deferred the question over to Norm Albert, who approached the podium.

Mr. Albert first thanked Council and everyone for choosing him.

Mr. Albert said that "Dig Safe" informed him the Shapleigh signs are larger than what was there originally, and they looked on Manson Road and Whipple Road and there are no "School Zone ending" signs anywhere.

Mr. Albert said to put the sign there, the post will be lower to the ground and there is a gas line there, so that is why DIG SAFE is involved. He said it will take three days for DIG SAFE to get back to him.

Councilor Denault asked if they would be back in touch with Mr. Albert before the end of the school year.

Mr. Albert replied he should hear from them by next week.

### 7. ACCEPTANCE OF PREVIOUS MINUTES:

Chairperson Thomson declared the minutes of the April 28, 2014 Special Meeting accepted as presented and the minutes of the April 28, 2014 Regular Meeting accepted as amended.

8. Chairperson Thomson said Council had no interviews this evening for the Board of Appeals or Planning Board.

9. The Kittery Town Council moves to hear a presentation from Richard Swietek on the new website for the Economic Development Committee.

Gary Beers approached the podium and said that Rich Swietek was not able to be present this evening, so, as Chair of the Economic Development Committee, he would like to announce the new EDC website, [www.kitterymaine.biz](http://www.kitterymaine.biz) and gave an overview of the tabs: "About" gives the town history and business history, along with a marketing video; the "Markets" page includes details, Location, Maps; "Quality and Place", "Arts and Culture" lists things to do, "Resources" addresses permits and business counseling and there is a "Business to Business" connection. He said there is also a "What's New" section where relevant information will be displayed as well as an "e-news" function so people can receive notices automatically with a link to the Town's website.



## UNAPPROVED MINUTES

Mr. Beers said the site is administered by Charles Denault and Gerry Mylroie and that the Economic Development Committee's approval is required for any updates or changes to their website.

Mr. Beers said George Dow is the Committee's representative with Traip Academy and is discussing job-sharing positions and internships and they hope to establish a mirror image on the pages on the Traip Academy website.

### 10. PUBLIC HEARINGS:

a. (050114-1) The Kittery Town Council moves to hold a public hearing to approve the Notice of Amounts for the School Budget Validation Referendum.

Chairperson Thomson said this item is to approve the notice of amounts that Town Council took a preliminary vote on. He said before he opens the public hearing, he wanted to be clear they are talking about the final figure of \$14,961,185.02 for the various cost centers.

Superintendent Allyn Hutton said that is correct.

Chairperson Thomson said Council is looking at a notice that was signed by the School Committee and Superintendent Hutton March 18<sup>th</sup> that will go to the voters on June 10<sup>th</sup>.

Superintendent Hutton confirmed that was correct.

Chairperson Thomson opened the public hearing and asked if anyone wished to speak to, for or against this matter, and hearing no comments, closed the public hearing.

**COUNCILOR DENAULT MOVED THAT COUNCIL APPROVE THE NOTICE OF AMOUNTS FOR THE SCHOOL BUDGET VALIDATION REFERENDUM TO GO TO THE VOTERS ON JUNE 10<sup>TH</sup>, SECONDED BY COUNCILOR SPILLER, IN THE AMOUNT OF \$14,961,185.02. ROLL CALL VOTE WAS TAKEN WITH ALL VOTING IN FAVOR. MOTION PASSED 7-0.**

b. (050114-2) The Kittery Town Council moves to hold a public hearing to approve and ordain an ordinance entitled "Ordinance Approving Additional Local Funds for School Budget for Fiscal Year 2014-2015."

Chairperson Thomson wanted to know if he was looking at the correct one, for \$2,106,928.64 and read the ordinance. He asked the Superintendent if the amounts were correct.

Superintendent Hutton replied yes.

Chairperson Thomson asked the Superintendent to explain what "Essential Programs" are.

Superintendent Hutton replied an Allocation Model is the minimum amount set by the State; it is a formula which determines the minimum amount a school can operate on, which is the bare minimum. She said barely any schools can meet their requirement as it would mean not having many programs.

Superintendent Hutton noted, for clarification, in the Council's packet, she had included the revised amounts from the Dept. of Education. She said the amount received has not changed, but what category they come from due to some kind of computer error. She said those are the correct numbers.

Chairperson Thomson asked if the \$2.1 million dollars was included in the \$14 Million figure.

## UNAPPROVED MINUTES

201 Superintendent Hutton replied yes.

202  
203 Chairperson Thomson opened the public hearing and asked if anyone wished to speak to, for or  
204 against this item and to please state your name and address for the Recorder.

205  
206 Mary Stevens, Gray Lane said she hoped the Town Council will lend its support to the School  
207 Department's entire budget. She said a solid education, a good education, is the cornerstone of any  
208 community.

209  
210 Ms. Stevens said Kittery has great teachers, but there still is work for them to do and she supports the  
211 leadership team. She said she knows there are teacher contracts coming up for re-negotiation, but  
212 funding needs to be there. She said teachers need to be paid to educate and Kittery needs to retain  
213 the excellent teachers to continue to do excellent work.

214  
215 Hearing no other comments, Chairperson Thomson closed the public hearing.

216  
217 **COUNCILOR PELLETIER MOVED COUNCIL APPROVE AND ORDAINED THE ORDINANCE**  
218 **ENTITLED ORDINANCE APPROVING ADDITIONAL LOCAL FUNDS FOR SCHOOL BUDGET FOR**  
219 **FY 2014-15 AS PRESENTED, SECONDED BY COUNCILOR BRAKE. ROLL CALL VOTE WAS**  
220 **TAKEN WITH ALL VOTING IN FAVOR. MOTION PASSED 7-0.**

221  
222 c. (050114-3) The Kittery Town Council moves to hold a public hearing to approve and ordain an  
223 ordinance entitled "Ordinance Approving School Budget for Fiscal Year 2014-15."

224  
225 Chairperson Thomson said there are various cost centers and asked the Superintendent if she wanted  
226 to address anything.

227  
228 Superintendent Hutton replied not necessarily.

229  
230 Chairperson Thomson said the \$14, 961,185.02 is broken down by cost centers, and read the figures  
231 for Instruction = \$6,080,561.84; Special Ed. = \$2,608,295.35; Career and Technical Education =  
232 \$4,115.00; Other Instruction = \$281,786.20; Student and Staff Support = \$1,496,799.85; System  
233 Administration = 533,379.39; School Administration = \$867,423.84; Transportation and Buses =  
234 \$494,008.64; Facilities Maintenance = \$1,417,272.41; Debt Service and Other Commitment =  
235 \$1,113,542.50 and for "All Other" Expenditures = \$64,000 for a grand total of \$14,961,185.02.

236  
237 Chairperson Thomson opened the public hearing and asked if anyone wished to speak to, for or  
238 against this item. Hearing no comments, he closed the public hearing.

239  
240 **COUNCILOR WHITE MOVED THAT COUNCIL APPROVE AND ORDAIN THE ORDINANCE**  
241 **"APPROVING SCHOOL BUDGET FOR FISCAL YEAR 2014-15" AS PRESENTED, SECONDED BY**  
242 **COUNCILOR DENAULT. ROLL CALL VOTE WAS TAKEN, WITH ALL VOTING IN FAVOR.**  
243 **MOTION PASSED 7-0.**

244  
245 d. (050114-4) The Kittery Town Council moves to hold a public hearing to approve and ordain an  
246 ordinance entitled "Ordinance Approving Transfer of Year-End Balances to Dedicated Accounts."

247  
248 Chairperson Thomson said these are the year-end balances that the Superintendent is requesting be  
249 moved forward to FY2014-15 and read: \$150,000 to the School Maintenance Dedicated Account;  
250 \$150,000 to the School Special Ed. Dedicated Account; \$10,747 to the School Unfunded Liabilities  
251 Dedicated Account; \$3,500 to the School Technology Dedicated Account; \$15,000 to the School

## UNAPPROVED MINUTES

Co/Extra Curricular Success Dedicated Account, for a total of \$329,247 to move forward into the next fiscal year.

Chairperson Thomson opened the public hearing and asked if there was anyone who wished to speak to, for or against this item.

George Dow, One Bartlett Road, said he is in favor of this and it is important for the public to know that these funds come from a well-run budget, which ends up making the funds available at the end of the year. He gave an example of Special Education, and if a new student comes in during the year, they have to find the revenue within the budget and said Supt. Hutton does a tremendous job with that.

Mr. Dow said he does not know what is in the school budget, but from past experience, he sees a professionally-run budget from Supt. Hutton and her staff and he has every confidence in her. He said he supports the dedicated accounts as outlined and hopefully they will be supported by the Town Council.

Hearing no other comments, Chairperson Thomson closed the public hearing. Chairperson Thomson asked if Council had any questions.

Councilor Denault had a question for the Superintendent. He said the Superintendent did not spend this money last year because of fiscal responsibilities and wanted to know if this will be applied to next year's budget.

Superintendent Hutton replied the money is being transferred as a carry forward in the operating budget. She said this is in addition to that and the money is being put into these accounts.

Councilor Denault asked if this budget is last year's.

Superintendent Hutton replied yes, except the last one.

Councilor Denault asked if she was transferring them to FY'15.

Superintendent Hutton replied that is correct.

Councilor Denault asked the Superintendent when she prepared the budget did she take this into account.

Superintendent Hutton replied yes, Special Ed.

Councilor Pelletier said the money will be spent next year, but it can remain in the account for 10 years.

**COUNCILOR PELLETIER MOVED TO APPROVE AND ORDAIN THE ORDINANCE APPROVING TRANSFER OF YEAR-END BALANCES TO DEDICATED ACCOUNTS AS PRESENTED, SECONDED BY COUNCILOR SPILLER. ROLL CALL VOTE WAS TAKEN WITH ALL VOTING IN FAVOR. MOTION PASSED 7-0.**

### 11. DISCUSSION:

#### a. Discussion by members of the public

## UNAPPROVED MINUTES

Bob Harris said that since they were talking about the budget, he noted there was poverty in town and he sees how it affects the schools. He suggested that if a casino could be built, they would come in with a 1,000 jobs and there could be \$2 million dollars in the town's "slush fund" and they would not need a bond. He said there would be three shifts because casinos are open 24 hours.

Mr. Harris said that Kittery is on the list as the best place for a casino and he did not think there would be a better deal. He said it would not cost the taxpayers anything – they would pay for everything and all they would have to do is get a petition signed to put it on the ballot.

Mr. Harris also wanted to point out that the sign in front of the Kittery Community Center should be moved back because as you drive up the road, you can't see anything.

Councilor Dennett said without speaking in favor or in opposition, the Town Charter is written so that casinos cannot be in Kittery. He said it would take a change in that and a vote and it depends on the Town Attorney.

Mr. Harris said the taxpayers have a right to vote on it.

Chairperson Thomson said that in 2002 the Charter was amended and casinos cannot be built here. He said it is a long process and it would have to be followed.

Kelly Philbrook of Kittery Point said she wanted to speak about the BIG project on Pepperrell Cove. She said her family is a fishing family and pointed out that the small ramp at the head of the pier is being eliminated. She wanted to know how would the fishermen be able to use the pier.

Ms. Philbrook said she explained this in her letter to Council that tensions exist between the fishermen and the transients. She pointed out that the fishermen do a lot of work for the town. She said if Council went on the Town of York's website, they would see how proud they are of their fishing community and she would like to see Kittery be proud of theirs.

She said they talked to DOT and they assured the Port Authority the ramp would stay, and she has attended Port Authority meetings and it was mentioned the ramp was staying, but now the project is going to be done and the ramp will not be there.

Dick Draper said he went to Port Authority meetings to try to get this changed. He said he sets out traps from May to the beginning of July – but he can't do it when there are fishermen and pleasure boaters.

Mr. Draper said that Harbor Master Mike Blake did contact him and he has an idea which may work. He said that maybe you can ask this company making the float, Prock to drive another piling.

Mr. Draper said the new facility will have a handicapped accessible ramp on one side, but it is a long way from the end of the dock and most of his traps weigh 6-9 pounds each and that is a lot of work.

Steve Delaney said he lives across the street from Frisbee's store and he would like to think that the town is a family and they should take care of their own first. He said the extra slips are for others, but he would like to see the ramp be for us first.

Elizabeth Arsenault, Gerrish Island Lane, said her husband is a retired lobsterman and fisherman and by not having the ramp there, they are putting the fishermen's lives in danger. She said by having to climb way up to get their traps is not fair.

## UNAPPROVED MINUTES

Dan Ford, 19 Bond Road, Kittery Point wanted to say he supports the boat ramp. He said the Port Authority's mission statement is that this is for a working waterfront and he cannot comprehend how they would not be for the fishermen and are removing the ramp.

c) Chairperson's response to public comments:

Chairperson Thomson stated the only thing he can say is that he hears their concerns and trusts the Port Authority hears their concerns. He said this project has a long saga, there have been many workshops and individuals have come from the State to discuss this, and the grant has been awarded based on the application that was put forth. He said no one has really seen what this looks like as it is still under construction up north.

Chairperson Thomson said they should express their concerns to the Port Authority at their meeting next month. He said we have to see what issue develops once the floats are put in place and the facility is being used.

Councilor Denault said he wanted an update when this thing first started from Bob {Melanson} and he has not seen one. He said people have spoken at the Port Authority meeting and if these plans have changed, it would be the Port Authority's due diligence to make sure everything is being done. He said his concern is they are not focusing on all the people. He said there are too many ripples in the water coming from this project and that Council has no clue as to what's going on from the Port Authority.

Councilor Spiller said she would like to echo Councilor Denault's concerns. She said she has had a great deal of skepticism and serious doubts with regard to the Port Authority's ability to manage their responsibilities and this is another example.

Chairperson Thomson asked what does the Council suggest.

Councilor Denault said first, he wanted to get an update from Bob Melanson since Council heard about the changes. He wants to know what, if anything, has been changed.

Chairperson Thomson said he assumes that minutes of the Port Authority meetings are kept.

Maryann Place said yes.

Councilor Denault asked if the minutes are online.

Maryann Place replied yes.

Councilor Spiller asked if they could invite the Chair of the Port Authority to their next meeting.

Chairperson Thomson said that the Port Authority will be at the budget workshop next Monday.

Barry Fitzpatrick called for a point of order. He wanted to know if Council found an issue, do they have the power to step in and stop this or correct this dangerous issue.

Chairperson Thomson said he is not sure.

Ms. Philbrook said she does not think the plans are changed. She said when DOT came, they said they would make it work for everybody and it's not. She said she has brought this up at Port Authority meetings. She said if we got answers, we would not be here and neither would these guys. She said

## UNAPPROVED MINUTES

the Port Authority may manage it, but it's a town-run facility, your facility and the taxpayers', and if they are managing it, we look to the Town Council to fix it and make it work.

Ms. Philbrook said if the fishermen go away, there will not be any more money to do anything. She said the fishermen carry more weight than a sailboat.

Councilor Pelletier asked Ms. Philbrook if the ramp was not part of the BIG project and if she was led along that it would be added at the end.

Ms. Philbrook replied yes.

Councilor Pelletier said and now it will not be added, and wanted to know if that was correct.

Ms. Philbrook replied that is right.

Councilor Pelletier asked her, as a member of the Kittery Port Authority, could Ms. Philbrook articulate why it is not part of the plan.

Ms. Philbrook replied no, and added that she does not get updates. She pointed out that, up to the last meeting, we thought it would be part of this facility.

Councilor Pelletier said he is unclear as to why the ramp was not part of the original project.

Chairperson Thomson said the decision had to have been made by a Port Authority vote.

Ms. Philbrook said there was a change on the ramp.

Steve Lawrence, Kittery Point said he is also a member of the Port Authority and stated that when everything went out to bid, they started off with one set of plans. He said they met in a workshop and he sat beside the State agent and he asked if the ramp would be there. He said things went awry when we, Kelly and I, asked for the plans and they came from Peter Walsh.

Chairperson Thomson asked if he was saying that decisions were made outside of a Kittery Port Authority meeting.

Mr. Lawrence replied in the last plan he saw, we did not vote on, he did not see the ramp on the plan and now there is no wiggle room to put the ramp in.

Mr. Lawrence said he does not know where it's going, but he has traps and does not want to go down an 82 ft. ramp. He said he hopes that they listen to the CD.

Councilor Pelletier asked if Mr. Lawrence voted on the plan at the Port Authority meeting.

Mr. Lawrence replied that Kelly and I voted against it.

Councilor Pelletier asked if the plan included the ramp.

Mr. Lawrence replied the plan went forward, but said not the final plan, and they kept getting plans with electricity and cable TV but they did not see this final plan.

Councilor Pelletier asked if they had not voted on the final plan.

## UNAPPROVED MINUTES

Mr. Lawrence responded he felt it was a done deal. He said they voted to go through with the project and it was in the paper.

Chairperson Thomson asked if there was an official recorded vote of the Port Authority to approve the design.

Mr. Lawrence replied yes.

Councilor Pelletier asked if it included the ramp.

Ms. Philbrook responded yes.

Councilor Pelletier stated, for clarification, that the ramp is not part of the completed project, yet the people were told it was to be done at the end, but now it is not part of the plan and that is why you are upset.

Ms. Philbrook replied yes.

Chairperson Thomson asked the Town Manager if she could contact the appropriate individual in Augusta and ask them to fax us the plan they received as the approved design from the Port Authority. He said if they can see that by next Monday, where there will be a workshop with the Port Authority, that is all they can do this evening.

Mark Drummond of Kittery Point said ever since the inception of the project, we have been continually informed that the ramp would be in the plan and he is concerned that this is another place of the working waterfront going by the wayside.

Councilor White said he had a question and asked Mr. Drummond who made these assurances.

Mr. Drummond replied, Bob, the Chairman of the Port Authority.

Councilor White asked if there was any suggestion that the plan would be changed and did that become more than words.

Chairperson Thomson asked if this was part of the minutes.

Mr. Drummond replied he heard it at the Port Authority meeting.

Councilor Pelletier wanted to know if there were any discussions in the minutes which talks about assurance that the ramp would be in place, and if so, he would be interested in seeing that.

Mr. Drummond said the former Harbor Master, Bion Pike, assured the fishermen the ramp would be there when the fishermen had their concerns.

Mr. Draper said over a series of meetings, he raised the issue of the BIG project bringing in tourists and now money, and he asked if we would be able to use the dock and he was told yes. He said the project got going along and the way it was designed there is no way we can use the existing ramp.

Mr. Draper said there are two people on the Port Authority who are directly related to the commercial fishing industry.

## UNAPPROVED MINUTES

Chairperson Thomson said they have charted a path to discuss this issue at the budget workshop next Monday at 6 p.m. with the Port Authority, and they may have to schedule a separate meeting.

### 12. UNFINISHED BUSINESS - none

### 13. NEW BUSINESS:

#### a. Donations/gifts received for Council disposition

(050114-5) The Kittery Town Council moves to accept a donation for the Kittery Community Center in the amount of \$30.00 from John and Ann D'Aquila to be deposited in account #2063-43600, Kittery Community Center.

Chairperson Thomson said the check is in memory of June Rodis, who passed away in February.

**IT WAS MOVED BY COUNCILOR SPILLER TO ACCEPT THE DONATION FOR THE KITTERY COMMUNITY CENTER IN THE AMOUNT OF \$30.00 FROM JOHN AND ANN D'AQUILA TO BE DEPOSITED IN ACCOUNT 2063-43600, SECONDED BY COUNCILOR PELLETIER. ALL WERE IN FAVOR BY A VOICE VOTE. MOTION PASSED 7-0.**

b. (050114-6) The Kittery Town Council moves to appoint Jenny O. Wall to the Parks Commission as an associate member until March 28, 2017.

Councilor Spiller said she conducted the interview.

**COUNCILOR SPILLER MOVED TO APPOINT JENNY O. WALL TO THE PARKS COMMISSION AS AN ASSOCIATE MEMBER UNTIL MARCH 28, 2017, SECONDED BY COUNCILOR PELLETIER. ROLL CALL VOTE WAS TAKEN WITH ALL VOTING IN FAVOR. MOTION PASSED 7-0.**

#### c. (050114-7) The Kittery Town Council moves to approve the disbursement warrants.

Chairperson Thomson read the amounts for the Town Accounts Payable, the Sewer Dept. and the School, for a grand total of \$162,946.25 and asked if they were reviewed and found to be in order.

Councilor Dennett replied that he had reviewed them. Chairperson Thomson said he reviewed the School's.

**COUNCILOR PELLETIER MOVED TO APPROVE THE DISBURSEMENT WARRANTS, SECONDED BY COUNCILOR BRAKE. ALL WERE IN FAVOR BY A VOICE VOTE. MOTION PASSED 7-0.**

d. (050114-8) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Kittery Community Center Board of Directors to interview Danielle Avery for her appointment to that board as a Recreation representative until 5/30/17 (replacing Tess Schneier who did not re-apply).

Chairperson Thomson said that Councilor White is the next on the list.

**IT WAS MOVED BY CHAIRPERSON THOMSON, AND SECONDED BY COUNCILOR SPILLER, TO APPOINT RUSSELL WHITE TO MEET WITH THE CHAIR OF THE KCC BOARD OF DIRECTORS TO INTERVIEW DANIELLE AVERY FOR HER APPOINTMENT TO THAT BOARD UNTIL 5/30/17. ALL WERE IN FAVOR BY A VOICE VOTE. MOTION PASSED 7-0.**



## UNAPPROVED MINUTES

e. (050114-9) The Kittery Town Council moves to make formal, the Shared Services Committee charge and membership, such that the Committee, at the direction of the Town Manager, work with the Town Manager and appropriate Town Staff and others as the Town Manager designates: (1) to identify and develop opportunities and review agreements for implementation of activities to achieve greater efficiency in delivering Town services while containing costs and (2) to keep the Town Council informed of those activities. Membership shall include two Town Councilors appointed by the Council each year at the first meeting following the November Election, the Town Manager, Town staff identified by the Town Manager as appropriate and others, dependent on the matter under consideration.

Chairperson Thomson asked Councilor Spiller and Councilor Denault for their comments.

Councilor Spiller said that the Committee has done some constructive things in town, but recently it has been dormant. She said they thought this is a good time to bring it back to life and the Police staffing is a good start. She said that she would be happy to step aside and let the Chair have her role.

**COUNCILOR SPILLER MOVED THAT COUNCIL MAKE FORMAL THE SHARED SERVICES COMMITTEE CHARGE AND MEMBERSHIP, AND THAT THE CHAIR AND THE VICE CHAIR OF THE TOWN COUNCIL BE CHAIR AND VICE CHAIR BE APPOINTED AS MEMBERS TO THE SHARED SERVICES COMMITTEE, SECONDED BY COUNCILOR DENAULT.**

Chairperson Thomson said that this charge would be changed as recommended this evening.

Councilor Dennett asked how can we change a charge when we have no charge.

Chairperson Thomson apologized if he misspoke.

Councilor Dennett wanted to know what is the charge because, according to line 59 on the report submitted to Council, there is no charge.

Chairperson Thomson responded that is what Council is discussing.

Councilor Dennett said he did not understand.

Chairperson Thomson said this Committee was originally a creature of the Council. Councilors Denault and Spiller looked at the original charge and made some tweaks.

Councilor Dennett said he has a few problems with it. He wanted to know if there would be terms.

Councilor Spiller replied one year. She said Russ White is the Chair and there are two Councilors appointed.

Councilor Dennett asked what about other members.

Councilor Spiller responded the Town Manager will bring in appropriate staff.

Councilor Dennett wanted to know if it is an advisory committee. He asked if you have a committee, would it have a vote.

Chairperson Thomson said it serves as an advisory role for the Town Manager, but ultimately the decision is hers.

## UNAPPROVED MINUTES

608 Councilor Dennett wanted to know why the Council is forming a Committee when the Town Manager  
609 can form her own Committee. He said he has a problem with the charter, and read the section. He  
610 said that Council has the authority to appoint, not the Town Manager.  
611  
612 Chairperson Thomson said, as he looks at it, it is a tool provided for better management.  
613  
614 Councilor Dennett asked why can't the Town Manager create a Committee.  
615  
616 Councilor Spiller said the Committee exists by Council action.  
617  
618 Councilor Dennett said it does not take Council action and asked why the Town Manager cannot form  
619 her own committee. He said he has no objection to that.  
620  
621 Councilor Denault said having Councilors on the Committee is a direct line back to Council.  
622  
623 Councilor Dennett said they would have two Councilors and the Town Manager could have other  
624 members.  
625  
626 Councilor Denault said it is one more thing we are taking care of.  
627  
628 Councilor Pelletier said he would agree with that. He thought it is appropriate for the Town Manager,  
629 Chair and Vice-Chair to consult with them as a sounding board to the Town Manager and that unless  
630 there is a driving desire to incorporate this, would simply say to use discretion that is in place to consult  
631 the Vice Chair and Chair.  
632  
633 Councilor Spiller said let's abolish the Committee.  
634  
635 Councilor Pelletier said he would agree with that, because of the hour.  
636  
637 Councilor Denault said we just cannot say we cannot share. This was enacted on the school side. He  
638 said there are a lot of things coming down the road and this brings diversity to the table. He said we  
639 cannot throw everything on the Town Manager to do it. He said this goes with the Boards and  
640 Committees that he has been working on and he is sure there is a solution.  
641  
642 Councilor Dennett said he does not see a problem.  
643  
644 Councilor Denault said when you have shared services, you find ways to save money.  
645  
646 Councilor Dennett said it started with the Town Council and School Committee and now it's being  
647 added onto.  
648  
649 Councilor Denault said it was focused on the school.  
650  
651 Councilor Dennett said that we could get into big problems with the Charter.  
652  
653 Councilor Denault said this is the first he has heard of it from Councilor Dennett.  
654  
655 Chairperson Thomson said there is a motion on the floor.  
656  
657 Councilor Dennett asked to repeat it.  
658

## UNAPPROVED MINUTES

659 **IT WAS MOVED BY COUNCILOR SPILLER THAT COUNCIL MAKE FORMAL THE SHARED**  
660 **SERVICES COMMITTEE CHARGE AND MEMBERSHIP AND TO APPOINT THE CHAIR AND VICE**  
661 **CHAIR OF THE TOWN COUNCIL EACH YEAR AS MEMBERS TO THE COMMITTEE, SECONDED**  
662 **BY COUNCILOR DENAULT. ROLL CALL VOTE WAS TAKEN. MOTION PASSED 6-1 WITH**  
663 **COUNCILOR DENNETT VOTING IN OPPOSITION.**  
664

665 f. (050114-10) The Kittery Town Council moves to appoint Joyce Tobey as Warden and  
666 Sandra Lutts as Deputy Warden and the opening of the polls at 8:00 a.m. and the closing at 8:00 p.m.  
667 for the June 10, 2014 Primary and School Budget Validation Referendum election as recommended by  
668 the Town Clerk.  
669

670 **IT WAS MOVED BY COUNCILOR SPILLER AND SECONDED BY COUNCILOR PELLETIER TO**  
671 **APPOINT JOYCE TOBEY AS WARDEN AND SANDRA LUTTS AS DEPUTY WARDEN AND THE**  
672 **OPENING OF OTHE POLLS AT 8:00 A.M. AND THE CLOSING AT 8:00 P.M. FOR THE JUNE 10,**  
673 **2014 PRIMARY AND SCHOOL BUDGET VALIDATION REFERENDUM ELECTION.**  
674

675 **ALL WERE IN FAVOR BY A VOICE VOTE. MOTION PASSED 7-0.**  
676

677  
678 Councilor Dennett said he had to step out and asked what was the result of the appointment to the  
679 KCC Board of Directors.  
680

681 Chairperson Thomson replied that Councilor White was appointed to conduct the interview.  
682

683 Councilor Dennett said the Board of Directors has been appointed without the benefit of an interview.  
684

685 Chairperson Thomson said that was initially.  
686

687 Councilor Dennett said it is without an interview.  
688

689 Chairperson Thomson said yes.  
690

691 Councilor Dennett wanted to know why are we changing horses in the middle of the stream.  
692

693 Chairperson Thomson asked Councilor Dennett if he had any suggestions for a motion.  
694

695 **IT WAS MOVED BY COUNCILOR DENNETT TO RESCIND COUNCIL ACTION TO APPOINT**  
696 **COUNCILOR WHITE TO MEET WITH THE CHAIR OF THE KCC BOARD OF DIRECTORS TO**  
697 **INTERVIEW DANIELLE AVERY, SECONDED BY CHAIRPERSON THOMSON.**  
698

699 **ALL WERE IN FAVOR BY A VOICE VOTE. MOTION PASSES 7-0.**  
700

701 **COUNCILOR DENNETT MOVED TO APPOINT DANIELLE AVERY, WITHOUT BENEFIT OF AN**  
702 **INTERVIEW, TO THE KITTELY COMMUNITY CENTER BOARD OF DIRECTORS AS A**  
703 **RECREATION REPRESENTATIVE UNTIL 5/30/17, SECONDED BY COUNCILOR DENAULT.**  
704 **ALL WERE IN FAVOR BY A VOICE VOTE. MOTION PASSED 7-0.**  
705

706 g. (050114-11) The Kittery Town Council moves to sign the warrant for the June 10, 2014  
707 School Budget Validation Referendum Election.  
708

## UNAPPROVED MINUTES

**IT WAS MOVED BY COUNCILOR PELLETIER, SECONDED BY COUNCILOR BRAKE TO SIGN THE WARRANT FOR THE JUNE 10<sup>TH</sup> SCHOOL BUDGET VALIDATION REFERENDUM ELECTION. ALL WERE IN FAVOR BY A VOICE VOTE. MOTION PASSED 7-0.**

h. (050114-12) The Kittery Town Council moves to sign the warrant for the June 10, 2014 Annual Town Meeting/Secret Ballot Vote.

**IT WAS MOVED BY COUNCILOR PELLETIER AND SECONDED BY COUNCILOR BRAKE TO SIGN THE WARRANT FOR THE JUNE 10<sup>TH</sup> ANNUAL TOWN MEETING/SECRET BALLOT VOTE. ALL WERE IN FAVOR BY A VOICE VOTE. MOTION PASSED 7-0.**

i. (050114-13) The Kittery Town Council moves to approve the request of the Kittery Community Market Advisory Board to continue sponsoring the Kittery Community Market as a town event to be held on Wednesdays from 2:00 p.m. until 6:00 p.m., May 28, 2014 to October 8, 2014 at Post Office Square in Kittery Center Village.

Chairperson Thomson said that Council has received correspondence from the KCM Advisory Board.

**COUNCILOR PELLETIER MOVED THAT COUNCIL APPROVE THE REQUEST AND CONTINUE TO SPONSOR THE KITTERY COMMUNITY MARKET AS A TOWN EVENT TO BE HELD ON WEDNESDAYS FROM 2:00 P.M. UNTIL 6:00 P.M. MAY 28<sup>TH</sup> TO OCTOBER 8<sup>TH</sup>, 2014 AT POST OFFICE SQUARE, SECONDED BY COUNCILOR BRAKE. ROLL CALL VOTE WAS TAKEN WITH ALL VOTING IN FAVOR. MOTION PASSED 7-0.**

j. (050114-14) The Kittery Town Council moves to approve the request to authorize the Kittery Community Market to hang a banner across Rogers Road in front of the Community Center from May 29<sup>th</sup> to October 8, 2014.

Chairperson Thomson said he wanted to bring this to Council's attention – that there are requests coming forward to approve a couple of banners at Rogers Road for the same time period. He said there is a request for the next meeting from the Recreation Dept. for the Block Party for a couple of weeks in June, so the Kittery Fire Dept. will take the Community Market banner down and put the other one up.

Chairperson Thomson said he did not think the Kittery Fire Department should be in the business of putting banners up.

**CHAIRPERSON THOMSON MOVED THAT, ON THIS PARTICULAR ITEM, COUNCIL APPROVE THE REQUEST OF THE KITTERY COMMUNITY MARKET AND AUTHORIZES THE BANNER TO BE PUT UP ACROSS ROGERS ROAD FROM MAY 29<sup>TH</sup> THROUGH JUNE 9<sup>TH</sup> 2014, SECONDED BY COUNCILOR PELLETIER.**

Chairperson Thomson said he believes that this is an adequate time period, considering the Community Market will have two banners at the site.

Councilor Dennett pointed out that having the banner hung from May 29<sup>th</sup> to October 8<sup>th</sup> would "freeze out" everyone else's requests.

**ROLL CALL VOTE WAS TAKEN WITH ALL VOTING IN FAVOR. MOTION PASSED 7-0.**

## UNAPPROVED MINUTES

k. (050114-15) The Kittery Town Council moves to approve the request to authorize the Kittery Community Market to hang two banners at Post Office Square from May 29<sup>th</sup> to October 8<sup>th</sup>, 2014.

Chairperson Thomson said these are banners to be hung at the site.

**IT WAS MOVED BY COUNCILOR SPILLER AND SECONDED BY COUNCILOR PELLETIER TO APPROVE THE REQUEST AND AUTHORIZE THE KITTELY COMMUNITY MARKET TO HANG TWO BANNERS AT POST OFFICE SQUARE FROM MAY 29<sup>TH</sup> TO OCTOBER 8<sup>TH</sup>, 2014. ALL WERE IN FAVOR BY A VOICE VOTE. MOTION PASSED 7-0.**

l. (050114-16) The Kittery Town Council moves to authorize the Kittery Community Market to place directional signs at limited locations around Kittery and Kittery Point to direct people to the Community Market on Wednesdays only from May 28<sup>th</sup> to October 8<sup>th</sup> 2014.

Chairperson Thomson said he assumed the areas in question are the same as last year. He said the members of the KCM Advisory Board were very good in picking up the signs last year.

**IT WAS MOVED BY COUNCILOR WHITE AND SECONDED BY COUNCILOR DENAULT TO AUTHORIZE THE KITTELY COMMUNITY MARKET TO PLACE DIRECTIONAL SIGNS AT LIMITED LOCATIONS AROUND KITTELY AND KITTELY POINT TO DIRECT PEOPLE TO THE COMMUNITY MARKET ON WEDNESDAYS ONLY FROM MAY 28<sup>TH</sup> TO OCTOBER 8, 2014.**

Councilor Dennett said one of the sites listed for the signs is Fort McClary, across from the pond, at the exits and said he did not know that Fort McClary had two exits.

Councilor Denault said one is for the park.

**ALL WERE IN FAVOR BY A VOICE VOTE. MOTION PASSED 7-0.**

m. (050114-17) The Kittery Town Council moves to authorize the release of funds in the amount of \$472.50 from unassigned surplus and to deposit said funds into Account # 101740-68427 Expense Self-Insurance Claims Coverage to cover the cost of repairs for the Recreation Department's 2010 Chevy bus that was damaged due to an accident and the repairs were below the deductible amount.

Chairperson Thomson asked for an explanation.

Councilor Brake wanted to know who was at fault.

Councilor Dennett replied we were.

Maryann Place explained that the Recreation van was in busy, downtown Boston and someone had their door open and the bus caught the door.

**COUNCILOR SPILLER MOVED THAT COUNCIL AUTHORIZE THE RELEASE OF FUNDS IN THE AMOUNT OF \$472.50 FROM UNASSIGNED SURPLUS AND TO DEPOSIT SAID FUNDS INTO ACCOUNT # 101740-68427 EXPENSE SELF INSURANCE CLAIMS COVERAGE TO COVER THE COST OF REPAIRS FOR THE RECREATION DEPARTMENT'S 2010 CHEVY BUS WHICH WERE BELOW THE DEDUCTIBLE AMOUNT, SECONDED BY COUNCILOR DENAULT.**

## UNAPPROVED MINUTES

**ROLL CALL VOTE WAS TAKEN WITH ALL VOTING IN FAVOR. MOTION PASSES 7-0.**

n. (050114-18) The Kittery Town Council moves to schedule a public hearing for May 28<sup>th</sup> to transfer \$20,000 from unassigned surplus, pursuant to Sec. 6.09(2), to fund consulting services associated with filing an appeal to FEMA associated with the newly revised Flood Insurance Rate Maps.

**CHAIRPERSON THOMSON MOVED THE ITEM, SECONDED BY COUNCILOR WHITE. ROLL CALL VOTE WAS TAKEN. MOTION PASSED 6-1 WITH COUNCILOR DENNETT VOTING IN OPPOSITION.**

o. (050114-19) The Kittery Town Council moves to appoint Joseph Carven to the Shellfish Conservation Committee as a regular member until 3/15/17.

**COUNCILOR SPILLER MOVED THE APPOINTMENT OF JOSEPH CARVEN TO THE SHELLFISH CONSERVATION COMMITTEE UNTIL 3/15/17, SECONDED BY COUNCILOR PELLETIER.**

Councilor Spiller said that she and Dan Clapp, Chair, conducted the interview last Saturday and both of them endorse Mr. Carven's appointment.

Chairperson Thomson they do not have the appointment oath form and asked Council to stop by the town office and sign the form.

Councilor Spiller said she has the interview form and handed it to Chairperson Thomson.

**ROLL CALL VOTE WAS TAKEN WITH ALL VOTING IN FAVOR. MOTION PASSED 7-0.**

### 14. COUNCILOR ISSUES OR COMMENT:

Councilor Denault wanted to know, when they go out to bid or have a RFP and they have used a business or someone before and they have been satisfied, could we notify them when we have a different bid. He said a local business man came by and asked him why wasn't he notified. He wanted to know if there was any reason why we cannot notify someone based on that company's performance, as a courtesy.

Chairperson Thomson replied if the notice is in the paper, why didn't this man look at it and they can't be calling anyone.

Councilor Denault thanked everyone in the community for helping by contributing to the End 68 Days of Hunger box that is in the town hall lobby.

Councilor Denault said he received a call about the traffic lights on Haley Road. He said people are coming up and stopping, but the light changes within seconds and only one car can go through.

Councilor Dennett said that is because it operates on sensors and if it detects a car, it will change.

Councilor Denault said a businessman contacted him and he was told by the State that he has to get a blue sign and he suggested that he goes to see the Town Manager.

Chairperson Thomson asked are you saying a private businessman is being told they have to put up a blue sign.

## UNAPPROVED MINUTES

861 Councilor Denault responded yes, and he will give him the name later.  
862  
863 Chairperson Thomson asked if it wasn't an issue of uniformity.  
864  
865 Councilor Denault said the man bought a sign and was told what he chose he could put up in front of  
866 his business, but he had to get another sign  
867  
868 Chairperson Thomson asked if this person had gone to see the Town Manager.  
869  
870 Councilor Denault said he suggested that to him.  
871  
872 Councilor Denault said he is still looking for the minutes regarding the travel policy from the School.  
873  
874 Town Manager Colbert Puff replied she will get them from the school.  
875  
876 Councilor Denault said there are some street lights that are burned out and wanted to know who was  
877 responsible to get them replaced.  
878  
879 Chairperson Thomson said typically it has been the responsibility of the Police Department.  
880  
881 Town Manager Colbert Puff said she would check on it with the Police Chief to see if they are  
882 continuing to do that.  
883  
884 Councilor Denault expressed his condolences on behalf of the town at the recent passing of several  
885 citizens of the town and read their names.  
886  
887 Councilor Brake said that Foxwell lost their van and was wondering if the town could do anything to  
888 help.  
889  
890 Chairperson Thomson asked if he meant the York County transportation van.  
891  
892 Councilor Brake replied yes and wanted to know if the town could come up with a van.  
893  
894 Councilor White asked if Councilor Brake was referring to a van and a driver.  
895  
896 Councilor Brake replied yes.  
897  
898

### 899 15. COMMITTEE AND OTHER REPORTS.

#### 900 a. Communications from the Chairperson

901  
902  
903 Chairperson Thomson said that Council will have a special meeting at 5:45 p.m. next Monday, the 19<sup>th</sup>,  
904 which will be followed by the budget workshop. He said the Town Manager is requesting an executive  
905 session to give us an update on the contract negotiations.  
906  
907 Chairperson Thomson said he did the interview with the Chair of the Rice Library Board of Trustees  
908 Chair and Emily Bailey, and no further action needs to be taken by the Town Council.  
909

## UNAPPROVED MINUTES

Chairperson Thomson said that on May 20<sup>th</sup>, at 5:30 pm at the Kittery Community Center at the Star Theater there will be a World Affairs Council of NH talk and he will be introducing Former Deputy Secretary of State PJ Crowley, who will be the guest speaker. He said admission is \$10.

Chairperson Thomson reminded Council of a couple of dates:

- that the Memorial Day parade is Saturday, May 24<sup>th</sup>, and they will be stepping off at 9:00 a.m. on Walker Street.
- the Dedication of the Thresher Memorial Park behind the Town Hall is Monday, May 26<sup>th</sup> at 10 a.m. and he will be delivering the keynote address.

Chairperson Thomson said the Seacoast J-1 Hospitality Coalition Meeting is Tuesday May 27<sup>th</sup> at 6:30 p.m. in the Council Chambers.

Chairperson Thomson said that at 6:00 p.m. on Wednesday, May 28<sup>th</sup>, before the Regular Council Meeting, there will be a long-term budget planning workshop.

Chairperson Thomson said the public hearing on the FY '15 Municipal budget is Monday, June 9<sup>th</sup> at the regular Council meeting and Tuesday, June 10<sup>th</sup> is the Primary voting, School Budget Validation Referendum and Municipal Warrant articles voting.

Chairperson Thomson said that Monday, June 23<sup>rd</sup> is the appropriation of FY 15 budgets.

Chairperson Thomson asked the Town Manager if a sign could be posted on Badger's Island welcoming bicyclists to Kittery which would indicate the State of Maine Cycling Rules so that people will be aware of the rules. He suggested that a pdf format could be made available at the Police Dept. and the Town Hall that could be handed out to people.

Chairperson Thomson said that by the end of June, as per the Town Manager's employment agreement, Council has to review her performance. He said that the evaluation form has been given to the Town Manager and she is looking at it.

### b. Committee Reports:

Councilor Spiller said that WILSA met and she will have a report at the next meeting which will include the minutes from that meeting.

### 16. EXECUTIVE SESSION – none

### 17. ADJOURNMENT:

**COUNCILOR WHITE MOVED TO ADJOURN THE MEETING AT 8:51 P.M., SECONDED BY COUNCILOR DENAULT. ALL WERE IN FAVOR BY A VOICE VOTE. MOTION PASSES 7-0.**

/bb



## UNAPPROVED MINUTES

May 19, 2014

Kittery Town Council

Council Chambers

Special Meeting

Requested by Jeffrey Thomson, Chair

1. CALL TO ORDER: Chairperson Thomson called the meeting to order at 5:45 p.m.

2. INTRODUCTORY: Chairperson Thomson read the introductory.

3. PLEDGE OF ALLEGIANCE: Chairperson Thomson led those present in the Pledge of Allegiance.

4. ROLL CALL: Answering the roll were Councilors Frank Dennett, Charles Denault, Jeffrey Pelletier, Judith Spiller, Jeffery Brake and Chairperson Jeffrey Thomson. Councilor Russell White arrived at 5:50 p.m.

5. EXECUTIVE SESSION:

a. (050214-1) The Kittery Town Council moves to go into executive session, with the Town Manager, HR Director and Town Clerk in accordance with 1 M.R.S. §405 (6) D, to discuss labor negotiations.

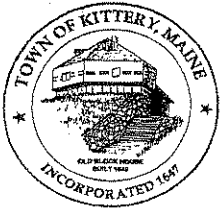
**IT WAS MOVED BY COUNCILOR SPILLER AND SECONDED BY COUNCILOR PELLETIER TO GO INTO EXECUTIVE SESSION AT 5:46 P.M. ROLL CALL VOTE WAS TAKEN AND MOTION PASSED, 6-0.**

**IT WAS MOVED BY COUNCILOR SPILLER AND SECONDED BY COUNCILOR PELLETIER TO COME OUT OF EXECUTIVE SESSION AT 6:25 P.M. ROLL CALL VOTE WAS TAKEN AND MOTION PASSED, 6-0. (COUNCILOR WHITE DID NOT VOTE)**

6. ADJOURNMENT:

**IT WAS MOVED BY COUNCILOR PELLETIER AND SECONDED BY COUNCILOR SPILLER TO ADJOURN THE MEETING AT 6:26 P.M. ALL WERE IN FAVOR BY A VOICE VOTE. MOTION PASSED 7-0.**

/bb



# TOWN OF KITTERY, MAINE

200 Rogers Road, Kittery, ME 03904  
Telephone: (207) 475-1329 Fax: (207) 439-6806

May 19, 2014

Kittery Town Council  
Special Meeting Agenda  
Requested by Chairperson Jeffery Thomson  
5:45 p.m.

Council Chambers

1. Call to Order 5:45

2. Introductory

3. Pledge of Allegiance

4. Roll Call

white Absent

white arrived @ 5:50

5. Executive Session

a. (050214-1) The Kittery Town Council moves to go into executive session, with the Town Manager, HR Director and Town Clerk in accordance with 1 M.R.S. §405 (6) D, to discuss labor negotiations.

b. Adjournment

exc it (signature) 27

Posted: May 15, 2014

KITTERY SEWER DEPARTMENT  
CIP PROJECT COST ESTIMATE UPDATE  
5/12/2014

		TOTAL BUDGET (W/ENGRG. & CONTINGENCY)			Construction Only (No Engrg or Contingency)
		June 13 Referendum	July 2013 Estimate	Feb-2014 Estimate	April-2014 Estimate
<b>INFRASTRUCTURE PROJECTS - REFERENDUM BREAKDOWN</b>					
P-1	PS #6 Upgrade	\$107,300	\$107,300	\$107,300	\$501,500 *
P-2	Replace existing pumps at PS#8 with three new GR Pumps	\$50,000	\$50,000	\$50,000	
P-3	PS #9	\$129,500	\$59,500	\$59,500	\$26,000
P-4	PS #11 Electrical Improvements	\$18,500	\$18,500	\$18,500	\$17,000
P-5	PS #13 Redundant Alarm	\$33,300	\$33,300	\$33,300	\$10,000
P-6	PS #21 Generator	\$66,600	\$66,600	\$66,600	\$31,000
P-7a	SCADA at all 21 stations	\$231,750	\$231,750	\$231,750	\$343,682
P-7b	SCADA for Plant	incl. above	incl. above	incl. above	\$189,334 *
P-8a	Pump Station site work (SRF non-eligible)	\$136,000	\$136,000	\$136,000	\$42,902
P-8b	Pump Station site work (SRF eligible)	incl. above	incl. above	incl. above	\$20,164
P-9	Electrical Controls - 8 stations	\$92,500	\$92,500	\$92,500	\$120,000
P-10	PS#7 Replacement	\$1,265,000	\$0	\$400,000	\$200,000
WT-1	New Garage	\$346,900	\$346,900	\$346,900	\$200,445 *
WT-2	Equalization Tank Rehab./VFDs	\$219,200	\$219,200	\$219,200	\$185,925 *
WT-3	Septage Receiving Improvements	\$582,000	\$582,000	\$582,000	\$661,568
WT-4	Doors, Windows, Garage Doors	\$29,200	\$29,200	\$29,200	\$31,700 *
WT-5	WWTF site work (SRF eligible)	\$185,200	\$185,200	\$185,200	\$209,873 *
WT-6	Sludge Wasting Pumps (work complete)	\$14,800	\$14,800	\$14,800	\$7,813 *
WT-7	Grit Removal Improvements	\$279,500	\$279,500	\$279,500	\$346,435 *
WT-8	Redundant Sludge Holding Tank Blower	\$46,400	\$46,400	\$46,400	\$48,443 *
WT-9	NEW Plant Generator	\$250,000	\$250,000	\$250,000	\$155,000 *
WT-10	AUMA Automatic Valve Actuators	\$17,700	\$17,700	\$17,700	\$28,315 *
S-1	GIS/Mapping - Manholes	\$180,000	\$180,000	\$180,000	\$0
S-2	Church Street gravity sewer rehabilitation	\$122,100	\$122,100	\$122,100	\$127,220
<b>TOTAL BUDGET/AVAILABLE FUNDS</b>		\$4,403,450	\$3,068,450	\$3,468,450	\$3,504,319
<b>CONTINGENCY</b>		incl. above	incl. above	incl. above	
1. Pump Stations 6 & 8 ( 5% contingency)					\$25,075 *
2. Remaining Infrastructure (10% contingency)					\$300,282 *
<b>CONSTRUCTION ESTIMATE</b>					\$3,829,676
<b>ENGINEERING</b>					
1. Design		\$814,000	\$814,000	\$814,000	\$430,000
2. Construction		incl. above	incl. above	incl. above	\$384,000
<b>ENGINEERING ESTIMATE</b>					\$814,000 *
<b>ALTERNATES REMOVED</b>					
SCADA at all 21 stations with Contingency					-\$378,050
<b>TOTAL ESTIMATE</b>		\$4,403,450	\$3,068,450	\$3,468,450	\$4,265,626

\* Indicates Eliot & PNSY participate in these WWTF improvement costs

		TOTAL BUDGET (W/ENGRG. & CONTINGENCY)		
		June 13 Referendum	July 2013 Estimate	Feb-2014 Estimate
<b>BUDGET VS. CURRENT ESTIMATE SUMMARY</b>				
	Budget	\$4,403,450	\$3,068,450	\$3,468,450
	Current Total Cost Estimate	\$4,265,626	\$4,265,626	\$4,265,626
	SUBTOTAL SURPLUS\DEFICIT	\$137,824	-\$1,197,176	-\$797,176
	Elliot Reimbursement			
	PS #7	\$239,811	\$239,811	\$239,811
	*WWTF	\$134,777	\$134,777	\$134,777
	Subtotal	\$374,588	\$374,588	\$374,588
	PNSY Reimbursement			
	PS #6	\$117,360	\$117,360	\$117,360
	*WWTF	\$590,324	\$590,324	\$590,324
	Subtotal	\$707,683	\$707,683	\$707,683
	<b>TOTAL SURPLUS\DEFICIT</b>	<b>\$1,220,096</b>	<b>-\$114,904</b>	<b>\$285,096</b>

<b>SEWER EXTENSION PROJECTS</b>		
	TOTAL BUDGET (Incl. Engineering & 10% Contingency)	\$7,586,525
	ENGINEERING	
	1. Design	\$691,000
	2. Construction (Estimate)	\$1,000,000
	Engineering Sub-Total	\$1,691,000
	CONSTRUCTION	
	Available for Construction (including 10% Contingency)	\$5,895,525
	10% Contingency	\$535,957
	Available for Construction (Not including 10% Contingency)	\$5,359,568

enlarged

**FUTURE DEBT with All 3 Phases Sewer Extension and Infrastructure Improvements**

5/12/2014 Tranche - All Alternates Selected Excl. SCADA at 21 Pump Stations

	PROPOSED IMPROVEMENT COST	Additional Income Due to New Projects						Net Additional Debt	Available Revenue	Projected Budget (Shortfall) Surplus
	Proposed add'l debt Infrastructure Improvements Estimate (\$4,265,626) + Sewer Extensions (\$7,586,525) = \$11,852,151	PNS Share \$707,683	Eliot Share \$374,588	TIF Taxes	Additional Septage Receiving	All Phases Extension Betterments	Total Additional Income*			
	\$12.2M 20yr bond									
Y '13	-	-	-	-	-	-	-	-	\$11,759	\$11,759
Y '14	-	-	-	-	-	-	-	-	\$118,968	\$118,968
Y '15	\$557,552	\$53,076	\$28,094	\$0	\$48,360	\$379,326	\$508,857	\$48,696	\$119,800	\$71,104
Y '16	\$553,747	\$52,192	\$27,626	\$0	\$48,360	\$379,326	\$507,504	\$46,243	\$119,830	\$73,587
Y '17	\$603,913	\$51,307	\$27,158	\$0	\$48,360	\$379,326	\$506,151	\$97,762	\$119,861	\$22,099
Y '18	\$600,018	\$50,422	\$26,689	\$0	\$48,360	\$379,326	\$504,798	\$95,220	\$119,893	\$24,673
Y '19	\$596,024	\$49,838	\$26,221	\$0	\$48,360	\$379,326	\$503,445	\$92,579	\$119,927	\$27,348
Y '20	\$591,928	\$48,653	\$25,753	\$67,878	\$48,360	\$379,326	\$569,971	\$21,957	\$119,962	\$98,004
Y '21	\$587,727	\$47,769	\$25,285	\$135,756	\$48,360	\$379,326	\$636,496	(\$48,769)	\$119,997	\$168,766
Y '22	\$829,728	\$46,884	\$24,816	\$203,634	\$48,360	\$379,326	\$703,021	\$126,707	\$120,035	(\$6,673)
Y '23	\$831,469	\$45,999	\$24,348	\$271,513	\$48,360	\$379,326	\$769,546	\$61,922	\$120,073	\$58,151
Y '24	\$833,250	\$45,115	\$23,880	\$339,391	\$48,360	\$379,326	\$836,072	(\$2,822)	\$198,209	\$201,031
Y '25	\$835,074	\$44,230	\$23,412	\$407,269	\$48,360	\$0	\$523,271	\$311,803	\$198,218	(\$13,585)
Y '26	\$836,941	\$43,346	\$22,944	\$475,147	\$48,360	\$0	\$589,796	\$247,145	\$198,227	(\$48,918)
Y '27	\$838,853	\$42,461	\$22,475	\$543,025	\$48,360	\$0	\$656,321	\$182,531	\$198,236	\$15,705
Y '28	\$840,810	\$41,576	\$22,007	\$610,903	\$48,360	\$0	\$722,847	\$117,963	\$198,245	\$80,282
Y '29	\$842,813	\$40,692	\$21,539	\$678,781	\$48,360	\$0	\$789,372	\$53,441	\$198,255	\$144,813
Y '30	\$844,864	\$39,807	\$21,071	\$746,660	\$48,360	\$0	\$855,897	(\$11,033)	\$198,264	\$209,297
Y '31	\$846,964	\$38,923	\$20,602	\$814,538	\$48,360	\$0	\$922,423	(\$75,459)	\$387,519	\$462,978
Y '32	\$849,113	\$38,038	\$20,134	\$882,416	\$48,360	\$0	\$988,948	(\$139,835)	\$387,519	\$527,354
Y '33	\$851,314	\$37,153	\$19,666	\$950,294	\$48,360	\$0	\$1,055,473	(\$204,159)	\$387,519	\$591,678
Y '34	\$853,567	\$36,269	\$19,198	\$1,018,172	\$48,360	\$0	\$1,121,998	(\$268,432)	\$387,519	\$655,951
Totals		\$15,025,668	\$893,450	\$472,918			\$14,272,207	\$753,461		

Additional income from user charges and impact fees are not accounted for in this bond accounting, we have assumed that income will be set aside for O&M

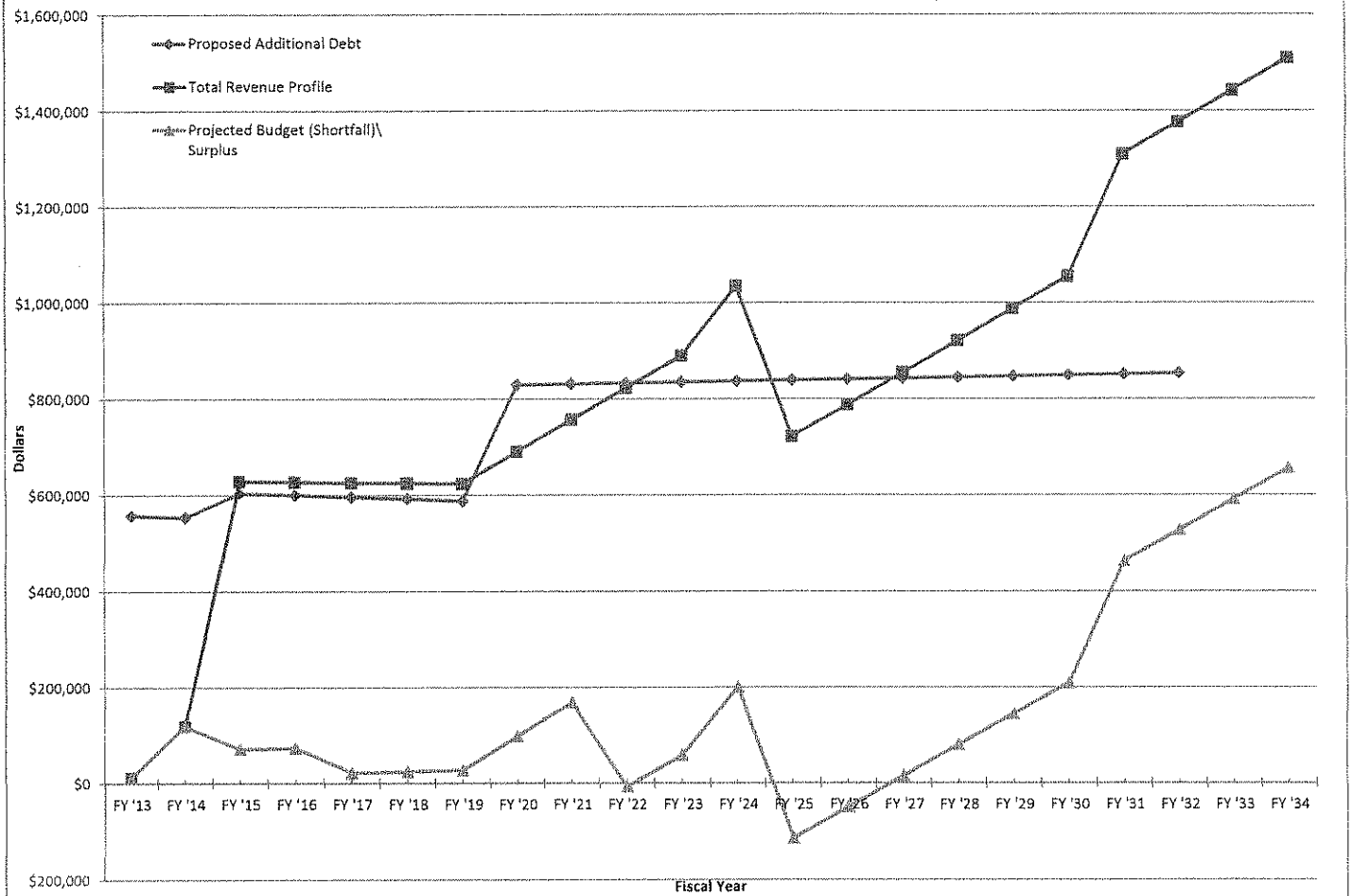
# **FUTURE DEBT with All 3 Phases Sewer Extension and Infrastructure Improvements**

5/12/2014 Tranche - All Alternates Selected Excl. SCADA at 21 Pump Stations

	PROPOSED IMPROVEMENT COST	Additional Income Due to New Projects							Available Revenue	Projected Budget (Shortfall)/ Surplus
	Proposed add'l debt Infrastructure Improvements Estimate (\$4,265,626) + Sewer Extensions (\$7,586,525) = \$11,852,151	PNS Share \$707,683	Eliot Share \$374,588	TIF Taxes	Additional Septage Receiving	All Phases Extension Betterments	Total Additional Income*	Net Additional Debt		
	\$12.2M 20yr bond									
FY '13	-	-	-	-	-	-	-	-	\$11,759	\$11,759
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FY '15	\$557,552	\$53,076	\$28,094	\$0	\$48,360	\$379,326	\$508,857	\$48,696	\$119,800	\$71,104
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FY '31	\$846,964	\$38,923	\$20,602	\$814,538	\$48,360	\$0	\$922,423	(\$75,459)	\$387,519	\$462,978
FY '32	\$849,113	\$38,038	\$20,134	\$882,416	\$48,360	\$0	\$988,948	(\$139,835)	\$387,519	\$527,354
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Totals		\$15,025,668	\$893,450	\$472,918			\$14,272,207	\$753,461		

\*Additional income from user charges and impact fees are not accounted for in this bond accounting, we have assumed that income will be set aside for O&M

### Cash Flow - All Bid Alternates Excl. SCADA at 21 Pump Stations



**Department of Public Safety  
Liquor Licensing & Inspection  
Division**



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded.  
To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

**BUREAU USE ONLY**

License No. Assigned:

Class:

Deposit Date:

Amt. Deposited:

PRESENT LICENSE EXPIRES

7-8-14

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☐ SPIRITUOUS ☐ VINOUS

**INDICATE TYPE OF LICENSE:**

☒ RESTAURANT (Class I,II,III,IV)

☐ HOTEL-OPTINONAL FOOD (Class I-A)

☐ CLASS A LOUNGE (Class X)

☐ CLUB (Class V)

☐ TAVERN (Class IV)

☐ RESTAURANT/LOUNGE (Class XI)

☐ HOTEL (Class I,II,III,IV)

☐ CLUB-ON PREMISE CATERING (Class I)

☐ GOLF CLUB (Class I,II,III,IV)

☐ OTHER:

**REFER TO PAGE 3 FOR FEE SCHEDULE**

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

1. APPLICANT(S) --(Sole Proprietor, Corporation, Limited Liability Co., etc.)		2. Business Name (D/B/A)	
CHIOS PIZZA INC DOB: 9-30-43		TOWN PIZZA REST	
DOB:		CHIOS PIZZA INC	
DOB:		Location (Street Address)	
Address		15 WENTWORTH ST	
49 GRIFFIN RD		City/Town	State
PORTSMOUTH NH 03801		KITTERY	ME
City/Town		Zip Code	
State		03904	
Zip Code		Mailing Address	
Telephone Number		City/Town	
Fax Number		State	
603 2436-1061		Zip Code	
Business Telephone Number		City/Town	
Fax Number		State	
207 2439-1265		Zip Code	
Federal I.D. #		Business Telephone Number	
010361702		Fax Number	
Seller Certificate #		Business Telephone Number	
5875		Fax Number	

3. If premises is a hotel, indicate number of rooms available for transient guests: \_\_\_\_\_

4. State amount of gross income from period of last license: ROOMS \$ \_\_\_\_\_ FOOD \$ 278,986 LIQUOR \$ 48,460

5. Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐

If YES, complete Supplementary Questionnaire

6. Do you permit dancing or entertainment on the licensed premises? YES ☐ NO ☒

7. If manager is to be employed, give name: \_\_\_\_\_

8. If business is NEW or under new ownership, indicate starting date: \_\_\_\_\_

Requested inspection date: \_\_\_\_\_ Business hours: \_\_\_\_\_

9. Business records are located at: 15 WENTWORTH ST KITTERY ME 03904

10. Is/are applicants(s) citizens of the United States? YES ☒ NO ☐

11. Is/are applicant(s) residents of the State of Maine? YES ☐ NO ☒



12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:  
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
STAMATIA MININAS	9-30-43	GREECE

Residence address on all of the above for previous 5 years (Limit answer to city & state)

49 GRIFFIN RD PORTSMOUTH NH 03801

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES ☐ NO ☒

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?

Yes ☐ No ☒ If Yes, give name: \_\_\_\_\_

15. Has/have applicant(s) formerly held a Maine liquor license? YES ☒ NO ☐

16. Does/do applicant(s) own the premises? Yes ☒ No ☐ If No give name and address of owner: \_\_\_\_\_

SOTIRIS REEL STATE LLC 49 GRIFFIN RD PORTSMOUTH NH 03801

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) \_\_\_\_\_

TOWN PIZZA REST.

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?

YES ☒ NO ☐ Applied for: \_\_\_\_\_

19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 500 FT Which of the above is nearest? Church

20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES ☐ NO ☒

If YES, give details: \_\_\_\_\_

The Division of Liquor Licensing & Inspection is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

**NOTE:** "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: KITTERY ME on MAY-7-14, 20 14  
Town/City, State Date

Stamatia Mininas  
Signature of Applicant or Corporate Officer(s)

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

STAMATIA MININAS  
Print Name

Print Name



**State of Maine**  
Bureau of Alcoholic Beverages  
Division of Liquor Licensing and Enforcement

For Office Use Only:

License #: \_\_\_\_\_

Date Filed: \_\_\_\_\_

**Supplemental Information Required for  
Business Entities Who Are Licensees**

For information required for Questions 1 to 4, this information is on file with the Maine Secretary of State's office and must match their record information. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752. Please clearly complete this form in its entirety.

1. Exact legal name:

CHIOS PIZZA INC

2. Other business name for your entity (DBA), if any:

TOWN PIZZA REST. JUN -2- 1997

3. Date of filing with the Secretary of State: ME

4. State in which you are formed: 6-2-1997

5. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: \_\_\_\_\_

6. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attached additional sheets as needed)

Name	Address for Previous 5 years	Date of Birth	Ownership %
Stamatia MININAS	49 GRIFFIN RD PORTSMOUTH NH 03801	9-30-43	100%

7. Is any principal person involved with the entity a law enforcement official?

Yes ☐ No ☒

8. If Yes to Question 7, please provide the name and law enforcement agency:

Name: \_\_\_\_\_ Agency: \_\_\_\_\_

9. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes

☐

No

☒

10. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

Name: \_\_\_\_\_

Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_

Location of Conviction: \_\_\_\_\_

Disposition: \_\_\_\_\_

Signature:

Stamatia MIMINAS  
Signature of Duly Authorized Person

MAY 7 2014  
Date

STAMATIA MIMINAS  
Print Name of Duly Authorized Person

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Submit Completed Forms To: Bureau of Alcoholic Beverages  
Division of Liquor Licensing and Enforcement  
164 State House Station  
Augusta, Me 04333-0101  
Telephone Inquiries: (207) 624-7220

# MAINE DEPT OF PUBLIC SAFETY

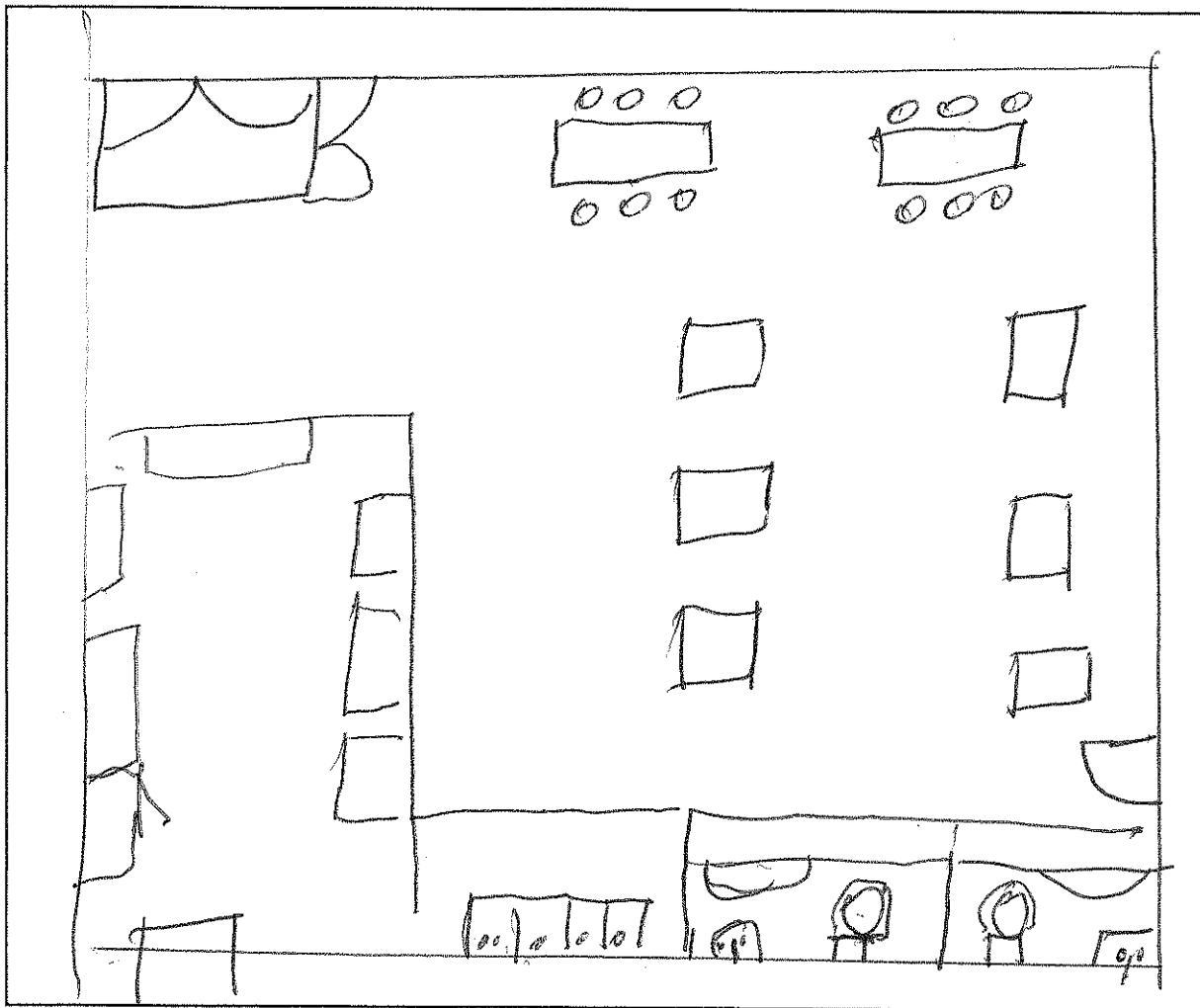
STATE OF MAINE  
*Liquor Licensing & Inspection Division*  
164 State House Station  
Augusta ME 04333-0164  
Tel: (207) 624-7220 Fax: (207) 287-3424



## SUPPLEMENTAL APPLICATION FORM ON-PREMISE DIAGRAM

In an effort to clearly define your license premise and the areas that consumption and storage of liquor is allowed, The Liquor Licensing & Inspection Division is requiring all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, decks and all areas that you are requesting approval from the Department for liquor consumption.



## NOTICE – SPECIAL ATTENTION

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval of their application for liquor licenses prior to submitting them to the bureau.

### THIS APPROVAL EXPIRES IN 60 DAYS.

#### FEE SCHEDULE

<b>Class I</b>	Spirituos, Vinous and Malt .....	\$ 900.00
	<b>CLASS I:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.	
<b>Class I-A</b>	Spirituos, Vinous and Malt, Optional Food (Hotels Only) .....	\$1,100.00
	<b>CLASS I-A:</b> Hotels only that do not serve three meals a day.	
<b>Class II</b>	Spirituos Only .....	\$ 550.00
	<b>CLASS II:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
<b>Class III</b>	Vinous Only .....	\$ 220.00
	<b>CLASS III:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
<b>Class IV</b>	Malt Liquor Only .....	\$ 220.00
	<b>CLASS IV:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
<b>Class V</b>	Spirituos, Vinous and Malt (Clubs without Catering, Bed & Breakfasts) .....	\$ 495.00
	<b>CLASS V:</b> Clubs without catering privileges.	
<b>Class X</b>	Spirituos, Vinous and Malt – Class A Lounge .....	\$2,200.00
	<b>CLASS X:</b> Class A Lounge	
<b>Class XI</b>	Spirituos, Vinous and Malt – Restaurant Lounge .....	\$1,500.00
	<b>CLASS XI:</b> Restaurant/Lounge; and OTB.	
<b>FILING FEE</b>	.....	\$ 10.00

**UNORGANIZED TERRITORIES** \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All fees must accompany application, made payable to: **TREASURER, STATE OF MAINE. – DEPARTMENT OF PUBLIC SAFETY, LIQUOR LICENSING AND INSPECTION DIVISION, 164 STATE HOUSE STATION, AUGUSTA ME 04333-0164.** Payments by check subject to penalty provided by Sec. 3, Title 28A, MRS.

STATE OF MAINE

Dated at: \_\_\_\_\_, Maine \_\_\_\_\_ SS  
City/Town (County)  
On: \_\_\_\_\_  
Date

The undersigned being: ☐ Municipal Officers ☐ County Commissioners of the  
☐ City ☐ Town ☐ Plantation ☐ Unincorporated Place of: \_\_\_\_\_, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and hereby approve said application.

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§ 653. Hearings; bureau review; appeal

1. **Hearing.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, shall hold a public hearing for the consideration of applications for new on-premise licenses and applications for transfer of location of existing on-premise licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.
  - A. The bureau shall prepare and supply application forms. [1993, c.730, §27(amd).]
  - B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c.140, §4 (amd).]
  - C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premise license, for transfer of the location of an existing on-premise license or for renewal of an on-premise license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premise license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premise license that has been extended pending renewal with 120 days of the filing of the application. [1999, c.589, §1 (amd).]
2. **Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:
  - A. Conviction of the applicant of any Class A, Class B or Class C crime: [1987, c.45, Pt.A§4 (new).]
  - B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c.45, Pt.A§4(new).]
  - C. Conditions of record such as waste disposal violations, health or safety violation or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c.730, §27 (amd).]
  - D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c.592, §3 (amd).]
  - E. A violation of any provision of this Title; and [1989, c.592, §3 (amd).]
  - F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601. [1989, c.592, §4 (new).][1993, c.730, §27 (amd).]
3. **Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all license requirements and findings referred to in subsection 2.
  - A. [1993, c.730, §27 (rp).]
4. **No license to person who moved to obtain a license. (REPEALED)**
5. **(TEXT EFFECTIVE 3/15/01) Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.



**TOWN OF KITTERY**  
200 Rogers Road, Kittery, ME 03904  
Telephone: 207-475-1329 Fax: 207-439-6806

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**REPORT TO TOWN COUNCIL**

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Meeting Date: May 28, 2014  
From: David W. O'Brien, Fire Chief  
Subject: Credit of funds received from sale of 1983 Mack fire engine  
Councilor Sponsor: Chairman, Jeffrey Thomson

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**EXECUTIVE SUMMARY**

A request for sealed bids (attachment #1) for the sale of the Fire Department's obsolete 1983 Mack fire engine was advertised on the Maine Municipal Association Website in late March and early April. Three bids were received and opened by the Town Manager on 30 April 2014. The highest bid of \$7,289.89 was accepted. The winning bidder has paid cash in full and has taken delivery of the fire engine. The Fire Chief requests the amount of \$7,289.89 be credited to account number CIP 4013; Apparatus, Fire Reserve.

**STATEMENT OF NEED**

The cost of fire apparatus continues to grow where a replacement pumper engine will cost approximately \$600,000 in 2020. The need to plan for and put money away for the replacement of obsolete apparatus is obvious. An additional \$7,289.89 will help this account to grow and support future apparatus replacement.

**BACKGROUND**

The Fire Department identified the need to replace the 1983 Mack in late 2009 and early 2010. Council agreed with the Fire Chief and opted to purchase a replacement piece of apparatus, Ladder 2, a year earlier than expected and programmed in the Capital Improvement Program (CIP). The fire apparatus reserve account did not have enough funds to cover the purchase and Council agreed to borrow funds from other CIP accounts to fund the balance. Since FY-11, Apparatus, Fire Reserve funds have been split with funding going to pay down the debt and also rebuild the fire apparatus reserve account.

**FACTS BEARING ON THE EQUATION**

Attachment (2) is the amortization schedule (without \$7289.89 added) of fire apparatus for the next twenty years and clearly shows a replacement schedule that is workable as long as CIP funding is adequate. The last year of the schedule shows a debit in the amount of (\$159,279). This does not support the future from 2033 on.

**CURRENT SITUATION**

The Apparatus, Fire Reserve account will not be receiving funds from the CIP program during FY-15. The CIP committee voted to allocate \$46,000 which will be credited towards the accounts first used to purchase Ladder 2. The balance left on the principal is \$126,070 and will be paid in full in FY-17. The Apparatus, Fire Reserve account currently has a balance of \$93,050.

**PROPOSED SOLUTION/RECOMMENDATION**

The amount of \$7,289.89 is small compared to the amount needed to purchase new fire apparatus, however every dollar helps. The fire chief recommends Council take action to credit the \$7,289.89 to account number CIP 4013.

**RATIONALE FOR THE PROPOSED SOLUTION (INCLUDING COSTS)**

There are no costs for this action. Crediting \$7289.89 to the Apparatus, Fire Reserve account will create a balance of \$100,339.89.

**ATTACHMENT (S)**

- Attachment #1: For Sale by Sealed Bid advertisement
- Attachment #2: Fire Apparatus amortization schedule



## FOR SALE BY SEALED BID

The Town of Kittery, Maine is accepting sealed bids for the sale of a 1983 Mack Fire Engine, Model CF611F, VIN# 1M1A111Y0DM002230. The truck is equipped with the following; Mack E6-260 HP diesel engine, MT 644 Allison automatic transmission, Waterous CMYBX-1250 gpm two-stage mid-ship pump, air horns, air brakes, power steering, full warning light package, siren, 800 gallon poly water tank and pre-connected crosslays. The truck has 35086 original miles and 2058 service hours. The truck has been out of service for three years however drives, pumps and runs well. Questions concerning this truck may be directed to Chief David O'Brien by email at [firechief@kitteryme.org](mailto:firechief@kitteryme.org). Truck is available for pick up on 08 May 2014. Minimum bid is \$6,500. This truck is being sold "as is" with no expressed or implied warranties from the seller. Sealed bids, clearly marked on the outside, will be accepted at the Town of Kittery, Town Managers office until 2:00pm on 30 April 2014 at which time they will be opened and read aloud. The winning bidder will be notified and will have until 08 May 2014 to provide payment in the form of a certified bank check or cash. The Town of Kittery reserves the right to accept or reject any bid.

Fire apparatus reserve fund	Total Added	AGE						replacement cost (est)
		Eng 1	Lad 2	Res 3	Eng 5	Tank 6		
July 2014 -	\$0.00	19	5	13	10	7		
July 2015 -	\$99,155	20	6	14	11	8		
July 2016 -	\$99,155	21 <sup>1</sup>	7	15	12	9		
July 2017 -	\$109,869	22	8	16	13	10		
July 2018 -	\$144,750	23	9	17	14	11		
July 2019 -	\$144,750	24	10	18	15	12		
<b>July 2020 -</b>	<b>\$125,000</b>	<b>25<sup>2</sup></b>	<b>11</b>	<b>19</b>	<b>16</b>	<b>13</b>		<b>\$600,000</b>
July 2021 -	\$125,000	0	12	20	17	14		
July 2022 -	\$125,000	1	13	21 <sup>3</sup>	18	15		
July 2023 -	\$125,000	2	14	22	19	16		
July 2024 -	\$125,000	3	15	23	20	17		
July 2025 -	\$125,000	4	16	24	20	18		

<sup>1</sup> NFPA recommendation for apparatus replacement

<sup>2</sup> Fire Chief recommendation for apparatus replacement

<sup>3</sup> NFPA recommendation for apparatus replacement

<b>July 2026 -</b>	<b>\$125,000</b>	<b>\$965,729</b>	<b>5</b>	<b>17</b>	<b>25<sup>4</sup></b>	<b>21<sup>5</sup></b>	<b>19</b>	<b>\$700,000</b>
July 2027 -	\$125,000	\$390,729	6	18	0	22	20	
July 2028 -	\$125,000	\$515,729	7	19	1	23	21 <sup>6</sup>	
July 2029 -	\$125,000	\$640,729	8	20	2	24	22	
<b>July 2030 -</b>	<b>\$125,000</b>	<b>\$765,729</b>	<b>9</b>	<b>21<sup>7</sup></b>	<b>3</b>	<b>25<sup>8</sup></b>	<b>23</b>	<b>\$750,000</b>
July 2031 -	\$125,000	\$140,729	10	22	4	0	24	
<b>July 2032 -</b>	<b>\$125,000</b>	<b>\$265,729</b>	<b>11</b>	<b>23</b>	<b>5</b>	<b>1</b>	<b>25<sup>9</sup></b>	<b>\$550,000</b>
July 2033 -	\$125,000	\$(159,279)	12	24	6	2	0	

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<sup>4</sup> Fire Chief recommendation for apparatus replacement

<sup>5</sup> NFPA recommendation for apparatus replacement

<sup>6</sup> NFPA recommendation for apparatus replacement

<sup>7</sup> NFPA recommendation for apparatus replacement

<sup>8</sup> Fire Chief recommendation for apparatus replacement

<sup>9</sup> Fire Chief recommendation for apparatus replacement

**2014 VICTUALER'S LICENSE RENEWAL LIST**

<b><u>INSPECTION</u></b>	<b><u>BUSINESS</u></b>	<b><u>APPLICANT</u></b>
<u>Passed</u>	7 Eleven 32530 B 169 State Road 439-5767	Attn: Don Chabot DMC Convenience Store Inc. P.O. Box 255 Kittery ME 03904
<u>Passed</u>	AJ's Wood Grilled Pizza 68 Wallingford Square 439-9700	The Ares LLC 68 Wallingford Square Kittery ME 03904
<u>Passed</u>	Amato's 103 US Route 1 Bypass 439-2168	Mac's Convenience Stores LLC P.O. Box 347 Columbus IN 47202
<u>Passed</u>	Anju 7 Wallingford Square #102 207-703-4298	Sonmat, Inc. 7 Wallingford Square #102 Kittery ME 03904
<u>Passed</u>	Anneke Jans 60 Wallingford Square 439-0001	Kittery Foreside LLC 60 Wallingford Square Kittery ME 03904
<u>Passed</u>	Badger's Island Pizza 3 Island Ave 439-5996	Badger's Island Pizza LLC 30 Remicks Lane Kittery ME 03904
<u>Passed</u>	Bagel Caboose 176 State Road 439-5099	Café Lemai, LLC P.O. Box 163 Kittery ME 03904
<u>Passed</u>	Beach Pea Baking Company 53 State Road 439-3555	Beach Pea Baking Company LLC 53 State Road Kittery ME 03904
<u>Passed</u>	Bedrock Lobster Pound 510 U.S. Route 1 439-9423	Betty Crawford 510 U.S. Route 1 Kittery ME 03904
<u>Passed</u>	Bob's Clam Hut 315 U.S. Route 1 439-4233	Michael Landgarten 578 Haley Road Kittery Point ME 03905

<u>Passed</u>	Burger King 336 U.S. Route 1 439-5516 1-781-893-0990	Mastoran Restaurants, Inc. 2 <sup>nd</sup> Floor 822 Lexington Street Waltham MA 02452
<u>Passed</u>	Captain and Patty's 90 Pepperrell Road 207-703-0153	Frisbee's Holdings LLC 5 Milano Drive Saugus MA 01906
<u>Passed</u>	Carl's Meat Market 25 State Road 439-1557	Carl's Meat Market, LLC 25 State Road Kittery ME 03904
<u>Passed</u>	Chauncey Creek Lobster Pier 16 Chauncey Creek Road 439-1030	Ronald Spinney 25 Goodwin Road Kittery Point ME 03905
<u>Passed</u>	Chun Ping Lau 435 U.S. Route 1, #4 439-6055	Amy Leung 435 U.S. Route 1, #4 Kittery ME 03904
<u>Passed</u>	Circle K #7065 103 US Route 1 Bypass 439-2591	Mac's Convenience Stores LLC P.O. Box 347 Columbus IN 47202
<u>Passed</u>	Circle Subs 167 State Road 439-7655	Paula Reed 167 State Road Kittery ME 03904
<u>Passed</u>	Dunkin Donuts 400 US Route 1 438-0296	Kittery Donuts LLC 369 Lafayette Road Hampton NH 03842
<u>Passed</u>	Enchanted Nights B & B 29 Wentworth Street 439-1489	Nancy Bogenberger 29 Wentworth Street Kittery ME 03904
<u>Passed</u>	Enoteca 88 Pepperrell Road 207-703-0153	Frisbee's Holdings LLC 5 Milano Drive Saugus MA 01906
<u>Passed</u>	Frappe Shack 301 US Route 1 752-9008	Kittery Trading Post Shops LLC 301 US Route 1 Kittery ME 03904
<u>Passed</u>	Fresh Delights 375 US Route 1 – <u>Premium Outlet #4</u> 207-361-4084	Martin Marinov 170 Shore Road Cape Neddick ME 03902

<u>Passed</u>	Golden Harvest 47 State Road 439-2113	Golden Harvest, Inc. 47 State Road Kittery ME 03904
<u>Passed</u>	Henry VIII Carvery 447 US Route 1 451-9882	Gage F. Olcutt 48 Pocahontas Road Kittery Point ME 03905
<u>Passed</u>	Hobie's Grill 355 US Route 1 – <u>Super Shoes</u> 1-978-726-5355	Hobie's Grill, LLC P.O. Box 23 N. Billerica MA 01862
<u>Passed</u>	Island Marina Svc at Badger's Island Marina 27 Badger's Island West 439-3810	Darren LaPierre 32 Route 236 Kittery ME 03904
<u>Passed</u>	Kittery Dairy Queen 174 State Road 439-4949	Laurence Salomon P.O. Box 277 Kittery Point ME 03905
<u>Passed</u>	Lil's 7 Wallingford Square 703-2800	Lil's LLC 578 Haley Road Kittery Point ME 03905
<u>Passed</u>	Loco Coco's Tacos 36 Walker Street 438-9322	Loco Coco's Tacos Corp. 36 Walker Street Kittery ME 03904
<u>Passed</u>	Maine Squeeze Juice Café 7 Wallingford Square #204 603-591-5947	Kittery Juicery LLC 7 Wallingford Square #204 Kittery ME 03904
<u>Passed</u>	McDonald's 335 U. S. Route 1 439-0301	Peter S. Napoli Colley McCoy ME Co. 5 Overlook Drive Amherst NH 03031
<u>Passed</u>	Mike's Dogs 8 Dexter Lane, <u>Outlet Mall</u> 207-408-8171	Bill's Grill LLC 15 Prebble Lane York ME 03909
<u>Passed</u>	Mobil On the Run 286 US Route 1 439-6713	Rark Corporation 286 US Route 1 Kittery ME 03904
<u>Passed</u>	Mrs & Me Ice Cream 400 U.S. Route 1 439-1141	Richard D. Johnson 37 Route 236, Suite 105 Kittery ME 03904

<u>Passed</u>	Navy Yard Bar & Billiard 182 State Road 508-331-1259	Delta Amusement, Inc. 182 State Road Kittery ME 03904
<u>Passed</u>	Pine Tree Country Store 435 U.S. Route 1 439-2212	Lemont & Sons, Inc. P.O. Box 58 Kittery ME 03904
<u>Passed</u>	Portsmouth Harbor Inn & Spa 6 Water Street 439-4040	Astrea, Inc. 6 Water Street Kittery ME 03904
<u>Passed</u>	Robert's Maine Grill & Market 326 U.S. Route 1 439-3339	Robert's Maine Grill LLC 578 Haley Road Kittery Point ME 03905
<u>Passed</u>	Rudders Public House 70 Wallingford Square 603-767-5691	JK Restaurants LLC 5 Melanie's Court Kittery ME 03904
<u>Passed</u>	Seaport Fish 57 State Road 603-475-0000	Seaport Fish Co. of ME LLC P.O. Box 95 Portsmouth NH 03802
<u>Passed</u>	Secret Cove B & B 2 Lawrence Lane 439-4645	Nancy Albertson 1980 W. Cayman Road Vero Beach FL 32963
<u>Passed</u>	Starbucks Coffee 306 U.S. Route 1 451-9701	Attn: Mary Her Starbucks Coffee #7907 P.O. Box 34442 Tax-2 Seattle WA 98124
<u>Passed</u>	Starry Nights Bed & Breakfast 27 Wentworth Street 439-1489	Peter Lamandia 27 Wentworth Street Kittery ME 03904
<u>Passed</u>	Stella's Sweet Café 1 Government Street #3 207-752-3236	Dian R. Wyman 21 Chauncey Creek Kittery Point ME 03905
<u>Passed</u>	Subway 290 U.S. Route 1 439-8511	Maine Subs, Inc. 352 Warren Ave, #7 Portland ME 04103
<u>Passed</u>	Suds & More 2 Shapleigh Road 439-0666	Suds & More, Inc. 2 Shapleigh Road Kittery ME 03904

<u>Passed</u>	Sue's Seafood 33 Old Post Road 439-5608	Susan G. Allen 33 Old Post Road Kittery ME 03904
<u>Passed</u>	Sunrise Grill 182 State Road 439-5748	Sunrise Grill, Inc. 182 State Road Kittery ME 03904
<u>Passed</u>	Tasty Thai 182 State Road 439-9988	Daniel Clarence Raynard 14 Stonecroft, Apt 6 Portsmouth NH 03801
<u>Passed</u>	The Black Birch 2 Government Street 603-320-0149	B&G Restaurant Group, LLC 123 Rogers Road Kittery ME 03904
<u>Passed</u>	The Corner Pub 4 Wallingford Square 439-8822	John K. Reed 139 Cass Street Portsmouth NH 03801
<u>Passed</u>	The Dog House 181 State Road 252-4737	Penn Concessions, LLC P.O. Box 465 Kittery ME 03904
<u>Passed</u>	The Fire Fly Diner 435 US Route 1 207-752-1120	Elizabeth J. Cavanagh 435 US Route 1 Kittery ME 03904
<u>Passed</u>	Town Pizza Restaurant 15 Wentworth Street 439-1265	Chios Pizza, Inc. 15 Wentworth Street Kittery ME 03904
<u>Passed</u>	Tulsi 20 Walker Street 451-9511	Divine Cuisines, LLC 20 Walker Street Kittery ME 03904
<u>Passed</u>	Union Lobster House 2 Badger's Island West 439-5500	Atlantic Seafood LLC 2 Badger's Island West Kittery ME 03904
<u>Passed</u>	Vida Verde 10 Shapleigh Road, <u>Post Office Square</u> 603-344-2876	Lee Emmett & David Vargas 142 Manson Avenue Kittery ME 03904
<u>Passed</u>	Warren's Lobster House 11 Water Street 439-1630	Attn: Kerry Morin Warren's Lobster House 11 Water Street Kittery ME 03904



Passed

Weathervane Lobster  
31 Badger's Island West  
439-0335

Attn: Marcia  
Weathervane Lobster  
31 Badger's Island West  
Kittery ME 03904

Passed

Weathervane Seafood  
306 U.S. Route 1  
439-0335

Attn: Marcia  
Weathervane Seafood  
31 Badger's Island West  
Kittery ME 03904

Passed

When Pigs Fly Pizzeria  
460 US Route 1  
438-7036

Rolling in the Mud, LLC  
460 US Route 1  
Kittery ME 03904

**2014 AMUSEMENT DEVICE LICENSE RENEWAL LIST**

**BUSINESS**

**APPLICANT**

Kittery Premium Outlets  
345 US Route 1  
439-

Kittery Premium Outlets  
375 US Route 1, Suite 220  
Kittery ME 03904

Kittery Premium Outlets  
375 US Route 1  
439-

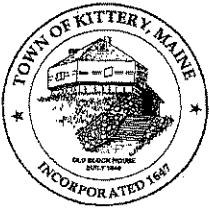
Kittery Premium Outlets  
375 US Route 1, Suite 220  
Kittery ME 03904

Navy Yard Bar & Billiard  
182 State Road  
439-7137

Delta Amusement, Inc.  
182 State Road  
Kittery ME 03904

The Corner Pub  
4 Wallingford Square  
439-8822

John K. Reed  
139 Cass Street  
Portsmouth NH 03801



# TOWN OF KITTERY, MAINE

TOWN CLERK'S OFFICE

200 Rogers Road, Kittery, ME 03904

Telephone: (207) 475-1328 Fax: (207) 439-6806

MAY 14 2014

BY: 9:30 AM

## APPLICATION FOR APPOINTMENT TO TOWN BOARDS

NAME: JEAN TREACY

RESIDENCE: 135 PEPPERELL ROAD

MAILING (if different) \_\_\_\_\_

E-MAIL ADDRESS: jeantreacy@gmail.com PHONE #: (Home) 703-0448 (Work) \_\_\_\_\_

### Please check your choices and list in order of priority by marking 1,2,3, etc.:

- |  |  |
|--|--|
| <input type="checkbox"/> Board of Appeals                          | <input type="checkbox"/> Board of Assessment Review                  |
| <input checked="" type="checkbox"/> Conservation Commission        | <input type="checkbox"/> Mary Safford Wildes Trust                   |
| <input type="checkbox"/> Comprehensive Plan Update Committee       | <input checked="" type="checkbox"/> Shellfish Conservation Committee |
| <input type="checkbox"/> Recycling Scholarship Selection Committee | <input type="checkbox"/> Economic Development Committee              |
| <input type="checkbox"/> Parks Commission                          | <input type="checkbox"/> Open Space Committee                        |
| <input type="checkbox"/> Port Authority                            | <input type="checkbox"/> Planning Board                              |
| <input type="checkbox"/> Personnel Board                           | <input type="checkbox"/> Other _____                                 |

EDUCATION/TRAINING: MS Counseling, UNH

RELATED EXPERIENCE (Including other Boards and Commissions) no experience

I have been reading about related issues for years so I am not uninformed

PRESENT EMPLOYMENT: \_\_\_\_\_

ARE YOU A REGISTERED VOTER OF THE TOWN OF KITTERY ☒ Yes ☐ No

ANY KNOWN CONFLICT OF INTEREST: no

REASON FOR APPLICATION TO THIS BOARD: interest in issues

I HAVE \_\_\_/HAVE NOT ☒ ATTENDED AT LEAST TWO MEETINGS OF THE BOARD FOR WHICH APPLICATION IS BEING MADE. I AGREE TO ATTEND ALL MEETINGS, EXCEPT FOR SICKNESS OR EMERGENCY, AND WILL ADVISE THE CHAIRPERSON WHEN I AM UNABLE TO ATTEND, IF APPOINTED.

Jean Treacy  
SIGNATURE OF APPLICANT

5-12-14  
DATE

13 i, new bus.

## Maryann Place

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**From:** Nancy Colbert Puff  
**Sent:** Tuesday, May 20, 2014 3:50 PM  
**To:** Maryann Place  
**Subject:** FW: Overnight at Fort Foster Park

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**From:** Tom LaVallee [<mailto:tomlavallee@sprucecreekchurch.org>]  
**Sent:** Tuesday, May 06, 2014 12:01 PM  
**To:** Nancy Colbert Puff  
**Subject:** Overnight at Fort Foster Park

Dear Nancy,

Thank you for taking the time to talk with me over the phone today and for taking our request for the use of Fort Foster Park to the town council. Here is the information Norm Albert asked me to send on to you.

- Our youth group plans to arrive after 3:00 pm on Saturday, July 19<sup>th</sup> and depart on Sunday afternoon July 20<sup>th</sup> at approximately 6:00 pm when our church group completes its picnic at the pavilion.
- We will have approximately 15 people camping overnight on the 19<sup>th</sup>; 3 adult chaperones and 12 youth.
- The chaperones will be Wendell and Mary Holmes (312-371-7926) and Sean Cannon (603-674-3646).
- We will need access to the bathrooms
- I will get a copy of our insurance policy over to you as soon as possible.

If you need anything additional, please let me know.

God bless,

Tom LaVallee  
The Church at Spruce Creek  
207-439-4598